



Dear Parents,

The primary purpose of tuition assistance is to help supplement tuition costs to parents or guardians of children currently attending Mission Viejo Christian School and experiencing a temporary financial hardship. A limited amount of funds are available for enrolled qualifying families in need.

MVCS is committed to providing assistance to families during times of financial difficulty. We have witnessed God's faithful provision as we partner with you during these challenging times.

First, in an effort to reinforce our ability to meet these needs for the future, we have structured our Tuition Assistance Policy with a *three-year maximum* of financial assistance. This will allow room for other families who experience difficulties.

In our continuing partnership with FACTS, we offer an online application. This process allows for convenience, accuracy, and streamlining of our method. You may submit your application by logging on with your current FACTS account or log on to <https://online.factsmtg.com/signin/48Y53> and create an account.

Financial aid is offered on an annual basis; therefore applicants **must re-apply** for assistance each academic year. Upon receipt of the application and all required documentation, each family situation is examined and met with independently. Each application is prayerfully considered by the school tuition assistance committee.

Since determinations are made in conjunction with the annual school budget, applicants will be processed in light of this. Applications need to be submitted in entirety no later than February 15. Assistance awards letters will be mailed by March 30.

The mission of MVCS is to provide a Christ centered education for all of our families. Although our resources are not unlimited, we are committed to doing whatever we can to provide financial opportunities for any family who has financial need.

God Bless,

Bob Sladek
Principal



Mission Viejo Christian School
Tuition Assistance Policy

MVCS administers a tuition assistance program in keeping with the mission and spirit of the school to extend care and support to its families. MVCS recognizes that the family bears the primary responsibility for financing their child's education. MVCS also recognizes that pressing financial circumstances and/or emergencies require families to seek temporary assistance in meeting their financial obligations. Total income, assets, number of dependents, and other appropriate information are taken into account when giving consideration. Therefore, MVCS commits a portion of its resources annually, as God provides, for the purpose of supporting school families who might otherwise be forced to withdraw their child(ren) from the school.

Biblical Standard:

"Our desire is not that others might be relieved while you are hard pressed, but that there might be equality. At the present time your plenty will supply what they need, so that in turn their plenty will supply what you need. Then there will be equality..."
(2 Corinthians 8:13-14)

"My God shall supply all your needs according to His glorious riches in Christ Jesus."
(Philippians 4:19)

Types of Tuition Assistance:

- ***Need Based Financial Assistance***
This is for enrolled families whose temporary financial circumstances will not allow them to meet the monthly cost of tuition. Awards are based on an objective, third party assessment of family need. In no case will awards exceed 50% of the actual tuition costs.
- ***Pastoral Discount***
This is for families in which the primary bread winner works full-time as a church pastor in the local community. A letter from the ministry in which you serve is required. Pastoral discounts amount to 50% off the actual tuition costs.
- ***Military Discount***
This is for heads of house that serve full time active duty in one of our countries armed services. The amount is a 10% discount of ***only*** tuition costs.
- ***Benevolence***
This is for families suffering an immediate financial crisis who require assistance to complete the current school year. Families who receive benevolence support must apply for need based assistance in the subsequent school year. A written letter must be submitted directly to the principal to be considered for a benevolence scholarship.

Eligibility:

School parents whose child is currently enrolled and attending MVCS are eligible to apply for tuition assistance. Completing the application process does not guarantee assistance.

Limited-time Basis:

In order to serve as many families each year as necessary and to do so in an equitable manner, MVCS provides tuition assistance on a limited-time basis and is annually distributed. The tuition assistance committee reviews exceptions on a case-by-case origin based upon extenuating family circumstances.

Application Process:

- ***Step 1 – Complete Tuition Assistance Online FACTS Grant & Aid Application***
 - Application must be completed online at <https://online.factsmgt.com/signin/48Y53>. (\$35 fee)
 - A copy of the top two pages of your most recent IRS Form 1040 submitted to the Administrative Director in the business office.
 - A brief letter explaining your financial situation submitted to the tuition assistance committee.
- ***Step 2 – Meet with the Tuition Assistance Committee***
 - The Committee will meet with each family individually to review the submitted packet.
 - The Committee will render decisions for tuition assistance. The personal information submitted for application is kept strictly confidential.
- ***Step 3 – Award or Denial Letter***
 - You will be informed of the committee's decision by letter. Arrangements for payment of the tuition balance will be provided.

Parent/Student Responsibilities:

1. Complete and submit all application materials accurately and timely by February 15.
2. Notify the school office within (30) days of any changes in your financial or marital status during the year.
3. Students are expected to maintain a minimum 2.0 GPA and maintain appropriate behavior.

Review and Cancellation of Awards:

The school reserves the right to review and cancel financial assistance at any time based upon a change in the school's financial resources or changes in a family's status. A failure to make payments for any outstanding tuition or fee amounts in a timely manner may also result in the cancellation of financial assistance.