

How to apply 1st Round 2018-2019: Due March 5, 2018

1. Create an account on the TADS website <http://www.tads.com>, for divorced or separated families a separate application is required from each parent.

Direct link to the application: <https://secure.tads.com/Accounts/Login.aspx?fa>

Direct link to the TADS worksheet: http://www.tads.com/resources/FA/TADS_FA_Worksheet.pdf

Submit your online fee and pay the \$42.00 application fee. (If you have questions please call TADS support line at (800-477-8237).

2. **Upload the following required documents to the TADS website:**
 - Copies of all W-2s and Form 1099s for the tax year 2017
 - Copy of your full and complete 2017 signed Federal Income Tax Return -include all filed schedules and attachments
 - End of year (2017) paystub

If Applicable include:

- Copy of your most current Mortgage statement
- SNAP/Housing benefit statement
- Non-Custodial parent PFS and corresponding documents.

If you have trouble uploading documents please contact TADS help line at 800-477-8237. If TADS is unable to help you, please contact the business office at 440-3602 or businessoffice@assets.net.

POLICIES:

Assets School grants financial assistance to families on the basis of economic need. The size and assistance of awards depends upon funds contributed by foundations, corporations, and individual donors who care deeply about our students and who support our mission. Assets school considers a family's total income, expenses, assets, liabilities, and number of dependents in its analysis of a family's ability to finance their child's education.

Financial assistance is based on a family's financial circumstances at the time of application. In the event financial assistance is obtained from any other source, Assets has and does reserve the right to reconsider any tuition assistance grant.

Your application will not be reviewed unless it is complete. Applications for financial assistance will only be considered if tuition and fees for the current school year are paid up-to-date.

Divorced or Separated Parents:

Divorced or separated families MUST make FULL financial disclosure for both parents before any financial assistance award can be considered, unless a parent has not been in contact with the student for more than 5 years and is not a "double copy" parent. It is the policy of the Hawaii Association of Independent Schools that financial assistance for a student's education be a priority for both parents. Assets School will not intervene nor act as an intermediary between divorced or separated parents. If a parent has remarried, the current spouse's income is to be included in the application.

The award is made to the student, not to the separate parents, in the case of divorced/separated families. Therefore, a letter will be generated to the main custodial parent, with a cc to the "double copy" parent.

NOTIFICATION: Applicants will be notified of the Committee's decision by letter in late April.

Parents will acknowledge acceptance of the financial aid award by returning a signed copy of the financial aid award letter to the Business Office either by email or in person to the Business Office.