

# DISCOVERY SCHOOL SCHOLARSHIP PROGRAM

Discovery School is in the fortunate position of being able to offer a need-based scholarship program to families seeking tuition assistance. This program is supported through the fundraising efforts of Discovery School's all-volunteer Parent Board of Directors and other parent volunteers.

This tuition assistance program is offered so that the Discovery School experience can be available to as many families as possible. The Scholarship Committee strives to maintain complete anonymity of applicants, as a set of objective criterion is applied to the consideration of each application.

For the 2017-2018 school year, applications will be accepted until April 1, 2017. Scholarship decisions will be made, and families notified of their status, no later than May 1, 2017. This will ensure that families can make an informed financial decision well before the start of school in the fall and before annual supply fees are due in June.

Scholarships are only granted to families who demonstrate a financial need for tuition assistance through the completion of our application, which must be submitted along with supporting documents, on or before the deadline. Late and/or incomplete applications will not be considered. Additionally, each recipient must agree to a reciprocal arrangement in which the recipient volunteers 1 hour per month for each \$50 per month in scholarship received. These volunteer hours are in addition to the types of activities in which all parents volunteer, such as class pizza lunches or holiday celebrations. A list of qualifying volunteer activities will be made available to scholarship recipients. Failure to comply with the reciprocal agreement will result in loss of that month's tuition assistance.

The eligibility guidelines for scholarship are tied to the poverty guidelines published each year by the US Department of Health and Human Services. The table below shows the guidelines for 2017. Based on the scholarship funds available and the number of applicants, a percentage cutoff for eligibility is determined by the Scholarship Committee. This cutoff will likely be somewhere around 250- 300% of the annual income guideline.

<b>Persons in family/household</b>	<b>Poverty guideline</b>
For families/households with more than 8 persons, add \$4,160 for each additional person.	
1	\$12,060
2	16,240
3	20,420
4	24,600
5	28,780
6	32,960
7	37,140
8	41,320

For example, if you are a family of 4 whose annual gross income is less than \$60,625 (250% of \$24,600), there is a strong chance you would qualify for some amount of tuition assistance. Gross income includes base pay, recurring annual bonuses, military housing (BAH)/subsistence (BAS)/other military allowances, recurring interest/dividend income, child support payments, and any other income.

In addition to the applicants' income, the committee will take into account expenses described on the application, and any other information the applicant feels would help provide a clearer picture of his/her household's financial situation. Scholarship funds will be applied to tuition only and will not include Stay and Play or Late Care fees. Tuition assistance is not intended to subsidize cultural arts classes. In cases where child care is necessary beyond regular school hours, we ask that you make Stay and Play your option.

Please direct your scholarship questions to Cynthia Rodriguez, the school Office Manager, and they will be promptly addressed. The decision to grant scholarship funds rests solely with the Scholarship Committee. Appeals will only be heard by the Scholarship Committee and must be addressed in writing directly to them through the Office Manager.

# DISCOVERY SCHOOL SCHOLARSHIP APPLICATION

## Key Information

Please read the Discovery School Standing Rules regarding scholarship policies. Here are a few key points:

1. The scholarship application deadline is April 1, 2017. Late and/or incomplete applications will NOT be considered.
2. Scholarship applicants will be notified of their status (whether or not the applicant qualified and, if so, the amount of the award) no later than May 1, 2017.
3. Acceptance of scholarship funds implies a reciprocal agreement in which the recipient commits to volunteer 1 hour for every \$50 received in scholarship per month. This volunteer commitment is an addition to the activities for which all Discovery School parents are asked to volunteer, such as class pizza lunches and classroom holiday celebrations. Volunteer hours are evaluated monthly by the Scholarship Committee. Failure to complete volunteer hours will result in revocation of that month's tuition assistance.
4. Scholarship hours will **only** be logged through a website/app called Track It Forward. After all the paperwork is processed, parents will receive login info and instructions.
5. Supply fees, extended care fees, and cultural arts fees are not reduced or paid in any way through the scholarship program.

# DISCOVERY SCHOOL OF SAN ANTONIO, INC. SCHOLARSHIP APPLICATION

*(All applications must be received by April 1, 2017)*

This application must be completed in its entirety. Use "N/A" in blanks which do not apply to you or your household. The following **MUST** be included with your application:

1. Most recent pay stub(s). Please note the frequency of paychecks (weekly, biweekly, etc.).
2. A copy of your most recent tax return. If you own your own business, include an Income Statement (or Schedule C) and a balance sheet for each business.

Incomplete applications **WILL NOT** be considered. Due to the limited time frame in which applications are evaluated, we will not contact you to furnish missing information. Your application simply will not be considered.

Date: \_\_\_\_\_

Applicant's name(s) \_\_\_\_\_  
(Parents or legal guardians)

Address: \_\_\_\_\_

Best contact number: \_\_\_\_\_

Email address: \_\_\_\_\_

Please list the names and ages of children who will attend Discovery School and the type of class (MDO, 2 Day, 3 Day, 5 Day, Kinder, or First) for which each child is registered.

NAME:	AGE:	CLASS:
_____	_____	_____
_____	_____	_____
_____	_____	_____

The scholarship for which you are applying is funded with money raised by Discovery School's all-volunteer Board of Directors and other parent volunteers. Acceptance of scholarship funds implies a reciprocal agreement in which the recipient commits to volunteer 1 hour for every \$50 received in scholarship. This volunteer commitment is an addition to the activities for which all Discovery School parents are asked to volunteer, such as class pizza lunches and classroom holiday celebrations. Volunteer hours are evaluated monthly by the Scholarship Committee. Failure to complete volunteer hours will result in revocation of that month's tuition assistance.

Please sign below if you accept this reciprocal agreement and wish to be considered for tuition assistance:

\_\_\_\_\_  
Signature (Applicant 1)

\_\_\_\_\_  
Signature (Applicant 2)

\_\_\_\_\_  
Printed name

\_\_\_\_\_  
Printed name

\_\_\_\_\_

Please enter the number of children who will be enrolled in each type of class:

MDO\_\_\_\_ 2 Day\_\_\_\_ 3 Day\_\_\_\_ 5 Day\_\_\_\_ Kinder\_\_\_\_ First\_\_\_\_

Total tuition: \$ \_\_\_\_\_

**Household information** (do not include individuals who have another primary residence):

Number of adults (over age 21) living in the household: \_\_\_\_\_

Number of children (under age 21) living in the household: \_\_\_\_\_

**Parent information** (needs to be completed only for each parent who lives in the household):

Father's occupation: \_\_\_\_\_

Father's employer: \_\_\_\_\_

Mother's occupation: \_\_\_\_\_

Mother's employer: \_\_\_\_\_

If any parent (living in the household) is not employed, please state reason: \_\_\_\_\_

\_\_\_\_\_

Reason for your scholarship request (attach another sheet if necessary):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Amount of scholarship requested: \$\_\_\_\_\_ per month**

**Length of time that tuition assistance will be needed (all year/specific months): \_\_\_\_\_**

\_\_\_\_\_

**Income Information:**

Household gross **annual** income:  
(Combine figures if there are two or more incomes in any area.)

Base salary pay: \$ \_\_\_\_\_

Military allowances\* \$ \_\_\_\_\_

\* Examples: BAS, BAH, VSP PHYS,  
Fly Pay, HDIP, Proficiency Pay

Child support received: \$ \_\_\_\_\_

Business income: \$ \_\_\_\_\_

Dividend/Interest income: \$ \_\_\_\_\_

Capital gains income: \$ \_\_\_\_\_

Real estate income: \$ \_\_\_\_\_

Trust/Inheritance income: \$ \_\_\_\_\_

Gifts: \$ \_\_\_\_\_

All other income: \$ \_\_\_\_\_

**Total GROSS ANNUAL household income \$ \_\_\_\_\_** (If this number differs from the adjusted gross income reported on your 1040 (line 21 on the standard 1040) by more than 10%, please include an explanation.)

**Please use this space to give any additional information regarding your household income that would assist the committee in evaluating your application:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Expense Information:**

Household average monthly expenses:

Rent/Mortgage: \$ \_\_\_\_\_

Electricity/Gas: \$ \_\_\_\_\_

Water: \$ \_\_\_\_\_

All other utilities/home phone: \$ \_\_\_\_\_

Cell phone(s): \$ \_\_\_\_\_

Vehicle 1: Year \_\_\_\_\_ loan/lease: \$ \_\_\_\_\_

Vehicle 2: Year \_\_\_\_\_ loan/lease: \$ \_\_\_\_\_

Auto insurance: \$ \_\_\_\_\_

Child support paid: \$ \_\_\_\_\_

Loans for recreational vehicles\*: \$ \_\_\_\_\_

Real estate\*:  
(Other than primary residence) \$ \_\_\_\_\_

Medical expenses\*: \$ \_\_\_\_\_

Other loan expenses\*: \$ \_\_\_\_\_

Private School Tuition\*\*:  
(Other than Discovery School) \$ \_\_\_\_\_

Other childcare expenses\* \$ \_\_\_\_\_

Other expenses\*: \$ \_\_\_\_\_

**Total AVERAGE MONTHLY household expenses: \$ \_\_\_\_\_**

