

TUITION ASSISTANCE INFORMATION 2021-2022 SCHOOL YEAR NOTICE OF UPCOMING SCHOLARSHIP APPLICATION PERIOD



ARCHDIOCESE & BEYOND SUNDAY SCHOLARSHIPS 2021-2022

SCHOLARSHIP APPLICATION AVAILABLE ON January 11, 2021

Alive! In Christ is first-come, first served for all new awards and younger siblings that may be eligible, so we encourage you to apply as early as possible.

Approximately 400 new awards will be available for the Archdiocese

The application deadline for Beyond Sunday, Catholic Families Tuition Assistance (CFTA), and the Parish Employees Endowment Fund (PEEF) is <u>February 26, 2021</u>. Any family who would like to be considered for these programs, even if you are applying for requalification, must apply between

January 11 and February 26, 2021

IMPORTANT ADDITIONAL INFORMATION

- ♣ If you have ever applied to TTEF before or are currently on scholarship, you must use the email address we have on file for you. If you do not know what this email address is, please email our office at ttef@archstl.org or call us at 314-792-7777. If you know what your email address is but forgot your password, please visit the family login page and click "Forgot Password" below the family login box. To access the Family Login Page, go to www.ttef-stl.org and click "APPLY HERE".
- ♣ Individual students may not receive more than one scholarship if awarded. However Catholic Families

 Tuition Assistance and Parish Employees Endowment Fund are tuition aid programs that may be awarded
 in addition to another scholarship. Families may have multiple children receiving scholarships.
- Documents needed to complete applications include:
 - Proof of income Adjusted gross income (taxes or W2) and any other assistance you may receive (including but not limited to Child Support, Food Stamps, and Social Security)
 - High School Students are required to submit responses to two short-answer questions and contact information for two references at the time of application to be considered for Beyond Sunday Fellows Program. Students currently receiving a Beyond Sunday Fellows scholarship are not required to submit responses or references for requalification. For more information about the Beyond Sunday Fellows Program, please see the Beyond Sunday Fellows FAQs, available at www.ttef-stl.org.

PLEASE VISIT THE TODAY AND TOMORROW WEBSITE FOR MORE INFORMATION ON ACCEPTABLE DOCUMENTATION AND APPLICATION SUPPORT!

www.ttef-stl.org

ST. PATRICK PARISH SCHOLARSHIPS

In addition to the Today and Tomorrow scholarships, St. Patrick Parish also provides tuition assistance for St. Patrick School. Any family requesting tuition assistance from St. Patrick Parish must FIRST complete the Today and Tomorrow Educational Foundation Scholarship application.



December 28, 2020

Dear Parent/Guardian,

We are excited to open the online application for the 2021-2022 school year on January 11, 2021 at 8:00 AM. For an application to be considered complete it must include proof of all income reported on the application. Please take the time to gather your documents now so you are ready to apply.

What documents are required for a complete application?

- Proof of Income: Please provide any of the following: your 2019 W-2 or 2020 W-2, or your most recent tax return, or 3 recent paystubs. We will also need proof of any social services you may receive: i.e. your benefit summary for proof of food stamps. For more information see the enclosed *Required Documents*.
- Proof of Residency: for St. Louis City residents applying to City elementary schools only
- High School Students entering 9th grade who are eligible for Beyond Sunday and do not already have an award are
 required to respond to two short answer questions, as well as provide contact information for two references within
 the application. For more information about the Beyond Sunday Fellows Program, please visit www.ttef-stl.org or
 see the flyer: Beyond Sunday Fellows FAQs.

How do you log on?

- To log in to the online system, visit <u>www.ttef-stl.org</u> and click on the **Scholarships Info for Parents**, then **Apply Here.**
- On the Family Log In page, type your primary email in the Family Login box and enter your password. If you
 have forgotten your password click "Forgot Password?" and instructions to create a new password will be
 emailed to you. Detailed instructions on how to apply are posted on our website at www.ttef-stl.org.
- After you have logged in please go to the Application tab and begin the application process.
 Applying without logging in will duplicate your account in our system and will cause a delay in processing your application.

If you have any questions please call our office at 314-792-7777 or email us at ttef@archstl.org.

Thank you,

Laura George

Director of Scholarships

Laura Leonge

Katherine Sandroni Program Director



Scholarship Information for Parents for the 2021-2022 School Year

One application is used to apply for all scholarships funded by the Catholic Education Office, the Roman Catholic Foundation of Eastern Missouri, and the Today & Tomorrow Educational Foundation. To apply, please visit

<u>www.ttef-stl.org</u> and click Apply Here. The Scholarship Office at TTEF will review your family's application and determine if your family is eligible for any awards offered based on each program's guidelines and funding availability. The application is online only and is free of cost!

For families applying to Archdiocesan/parochial elementary schools: Funding is available through Alive! In Christ for approximately 600 *new* awards for students of all faiths. Alive! In Christ is first-come, first-served and the maximum award is \$2,000. Residents of the City of St. Louis applying for Archdiocesan and private schools in the City may be eligible to receive a Help for Today, Hope for Tomorrow scholarship. Maximum award in this program is also \$2,000 and approximately 350 new awards will be available.

Approximately 130 *new* awards primarily in Kindergarten will be available through the Beyond Sunday scholarship program for Catholic families registered in a parish. The maximum award for new recipients in this program is \$1,750 and the application deadline is February 26th, 2021. Because demand is high and preference for Beyond Sunday scholarships is given to Catholic families registered in a parish, it is expected that all new awardees will be registered Catholics.

For families applying to Archdiocesan and private-Catholic high schools: Approximately 50 *new* Beyond Sunday Fellows scholarships will be available, primarily for incoming freshmen applying for Archdiocesan high schools. Due to high demand, it is expected that all new awardees will be registered Catholics. The maximum award for new recipients in this program is \$3,500 and the deadline to apply is February 26th, 2021.

For families currently receiving ANY scholarship: All families are encouraged to apply as early as possible. New *and* returning applications for Beyond Sunday, SOAR!, CFTA, and PEEF are due by February 26th, 2021. Alive! In Christ is first-come, first-served, including for all eligible siblings! City residents should also apply as early as possible to be considered for new awards in Help for Today, Hope for Tomorrow. Requalification applications for Alive! In Christ and Help for Today, Hope for Tomorrow may be submitted through May 1st, 2021. However, you MUST apply by February 26th to be considered for any other programs.

For Catholic families applying to Archdiocesan/parochial elementary and high schools: Funding for Catholic students in Catholic families is available through the Catholic Families Tuition Assistance program. Approximately 350 new awards will be available. The application deadline for returning families and applying new is February 26th, 2021.

For students of parish employees: Students of parish employees working 1,000 hours or more per year may be eligible for the Parish Employees Endowment Fund. The application deadline for returning families and applying new is February 26th, 2021.

APPLICATION AVAILABLE JANUARY 11th, 2021!

See Reverse for Important Additional Information regarding Application Requirements!

Important Additional Information

- New Families applying may only receive one scholarship program per student. If your student currently receives CFTA
 or PEEF in addition to their primary scholarship they may continue to receive both as long as they qualify. Families
 may have multiple children receiving scholarships, depending on program guidelines.
- Documents needed to complete applications include:
 - High school students who are eligible for Beyond Sunday and do not already have an award are required to respond to two short answer questions, as well as provide contact information for two references within the application. For more information about the Beyond Sunday Fellows Program, please visit www.ttef-stl.org or see the flyer: Beyond Sunday Fellows Frequently Asked Questions.
 - Proof of residency (St. Louis City residents only): ONE of the following documents
 - Missouri Driver's License or Utility Bill
 - House/Apartment Lease or Deed
 - o Proof of Income (see table below)
 - W2
 - Federal Tax Return Form 1040
 - Government Assistance Award Letter

Please note that the income your family has listed on the application must be supported by all required documentation and confirmed by the TTEF scholarship office as eligible in order for an application to be considered complete!

Type of Income	ONE of the Following Proofs are Required for EVERY Type of
	Income You Receive
Adjusted Gross Income (Wages from employment and all other	 Pages 1 & 2 of your 2019 or 2020 Federal Income Tax
income reported on Federal Taxes)	Return (Form 1040)
	If you do not file taxes you may submit
	 2019 or 2020 W2 for all places of employment for you
	and your spouse
	OR
	 Three paystubs from 2020 for all places of
	employment of you and your spouse
If applicable, please provide proof of any su	upplemental income your family is receiving.
Business Income	NOTE: If this income is already claimed on your taxes, do not
	list the amount as additional Business Income on your
	application and do not submit additional documentation or
	your income will be calculated higher than it should be.
	 Copy of your business tax return, financial statements
	or a notarized letter stating your total earnings
Child Support	 If court ordered, provide documentation stating
	amount of support and your name
	If not court ordered, you may submit
	 Transaction record displaying your name and monthly
	or annual amount
Public Assistance Cash	Benefit Summary or Award letter displaying name and
Food Stamps	award amount
Social Security/SSI	OR
Unemployment/Worker's Comp	 Transaction record displaying your name and monthly or annual amount
Other (includes but is not limited to adoption or foster	If you have other sources of income not reported
subsidies, tuition support from family, friends, or employer)	elsewhere, please provide notarized letters from your
	employer, family/friends providing financial assistance stating the annual amounts.

We look forward to providing your family with the opportunity to apply for scholarships funded by the following partners:







Required Documentation

- New Families applying may only receive one scholarship program per student. If your student currently receives
 CFTA or PEEF in addition to their primary scholarship they may continue to receive both as long as they qualify.
 Families may have multiple children receiving scholarships, depending on program guidelines.
- Documents needed to complete applications include:
 - High school students who are not awarded are required to submit responses to two short answer questions and contact information for two references at the time of application to be considered for the Beyond Sunday Fellows Program. For more information about the Beyond Sunday Fellows Program, please visit www.ttef-stl.org or see the flyer Beyond Sunday Fellows Frequently Asked Questions.
 - o Proof of residency (St. Louis City residents only): ONE of the following documents
 - Missouri Driver's License or Utility Bill
 - House/Apartment Lease or Deed
 - Proof of Income (see table below)
 - W2
 - Federal Tax Return Form 1040
 - Government Assistance Award Letter

Please note that the income your family has listed on the application must be supported by all required documentation and confirmed by the TTEF scholarship office as eligible in order for an application to be considered complete!

	
Type of Income	ONE of the Following Proofs are Required for EVERY Type of Income You Receive
Adjusted Gross Income (Wages from employment and all other income reported on Federal Taxes)	 Pages 1 & 2 of your 2019 or 2020 Federal Income Tax Return (Form 1040) If you do not file taxes you may submit 2019 or 2020 W-2 for all places of employment for you and your spouse OR Three paystubs from 2020 for all places of employment of you and your spouse
If applicable, please provide proof of any s	upplemental income your family is receiving.
Business Income	NOTE: If this income is already claimed on your taxes, do not list the amount as additional Business Income on your application and do not submit additional documentation or your income will be calculated higher than it should be. • Copy of your business tax return, financial statements or a notarized letter stating your total earnings
Child Support	 If court ordered, provide documentation stating amount of support and your name If not court ordered, you may submit Transaction record displaying your name and monthly or annual amount
Public Assistance Cash	Benefit Summary or Award letter displaying name
Food Stamps	and award amount, OR
Social Security/SSI	Transaction record displaying your name and monthly
Unemployment/Worker's Comp	or annual amount
Other (includes but is not limited to adoption or foster subsidies, tuition support from family, friends, or employer)	 If you have other sources of income not reported elsewhere, please provide notarized letters from your employer, family/friends providing financial assistance stating the annual amounts.

We look forward to providing your family with the opportunity to apply for scholarships funded by the following partners:







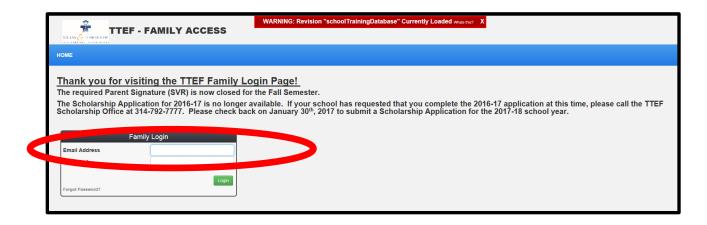


Unified Online Scholarship Application 2021-2022 New Family Instructions

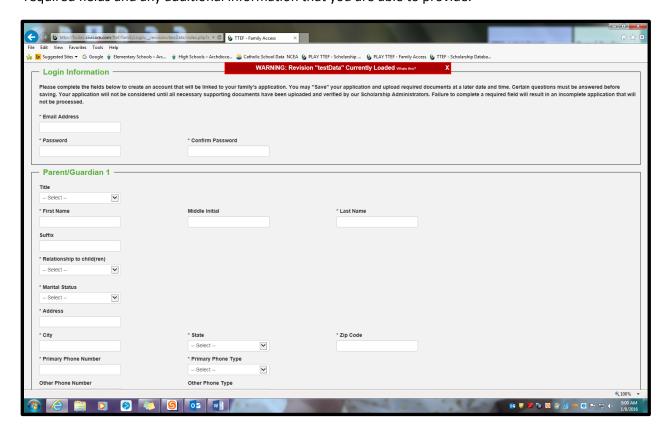
PLEASE NOTE: The instructions below are for families who have <u>never applied</u> for a scholarship through the Today & Tomorrow Educational Foundation. If you have previously applied for a scholarship, you must log in with the email address we have on file for you. If you do not know what this email address is, <u>please stop here</u> and call 314-792-7777 for assistance. Duplicating your family by opening a new account if you have applied before will cause delays in processing your application. We are happy to help you!

Applying for a Scholarship as a New Family!

- 1. Open your web browser and type in the address for the TTEF website: www.ttef-stl.org and click the link **Apply**Here.
- 2. This site is used by families who are currently receiving a scholarship through TTEF and by families who are not. If you have never applied for a scholarship from TTEF, click the link to **fill out a new application.**
- 3. Please read the text at the top of the page <u>completely</u> before starting your application. All required questions must be answered before you can submit your application.



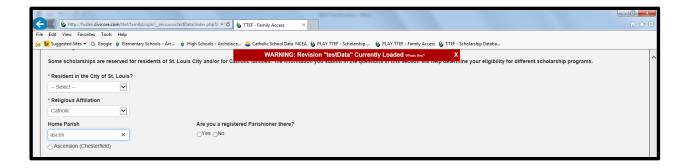
4. **Family Information**: Enter your primary email address in the Login Information **Email Address** box and create a password that you will remember. In the Parent/Guardian 1 and Parent/Guardian 2 sections, please enter all required fields and any additional information that you are able to provide.



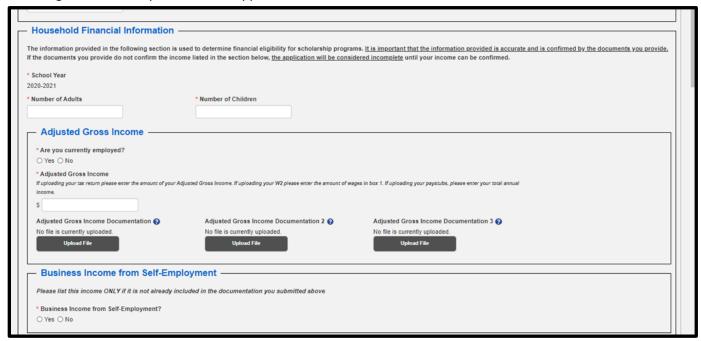
5. The Family Qualification Information section determines eligibility for some scholarships and financial aid programs that are limited to residents of St. Louis City (Help for Today, Hope for Tomorrow) or Catholic families (Catholic Families Tuition Assistance). If you are a resident of St. Louis City and are applying for one or more children to attend an elementary school in St. Louis City, you will be required to upload one proof of residency. A valid proof of residency can be a copy of a utility bill showing your name (or your spouse's entered on application) and your street address in the City; a copy of your/your spouse's Missouri Driver's License; or your/your spouse's Missouri Voter Registration Card.

If you select Catholic as your Religious Affiliation you will be prompted to type your home parish in the box and answer if you are a registered parishioner or not (Yes/No). Once you see your parish listed below the search box where you typed the name, click in the circle next to the parish name to select it as your home parish.





6. **Financials**: To enter household financial information, answer all questions that are required and upload at least one listed document for your Adjusted Gross Income and for any additional income that you need to report in the Yes/No questions below. If you are unable to upload your required documentation, you may submit it via email to ttef@archstl.org , fax to 314-792-7629, or mail to TTEF at 20 Archbishop May Dr., St. Louis, MO, 63119. Your application will not be considered complete until all required documentation is received and verified as matching the income reported on the application.



7. **Student Information**: Carefully enter application information for each student in your family in grades K-12 who you would like to be considered for a scholarship. Grade and school information must be entered for the 2021-2022 school year. To add additional students, click the green **+Add another student** button. **The short-answer responses and reference contact information required to be considered for Beyond Sunday Fellows are located at the END of the application. This is only available if the student is eligible for Beyond Sunday.**

8. Read the Conditions of Ongoing Tuition Grant and click in the box next to each statement to certify that you agree.



When you have completed all the required questions, click submit at the bottom of the page to be sure your application is sent to TTEF Staff. Remember, your application will not be considered complete until all required documentation is received. The next page will display information about submitting the short-answer responses and contact information for references required to be considered for the Beyond Sunday Fellows High School program, if applicable.

IMPORTANT INFORMATION FOR SUBMITTING ADDITIONAL DOCUMENTATION

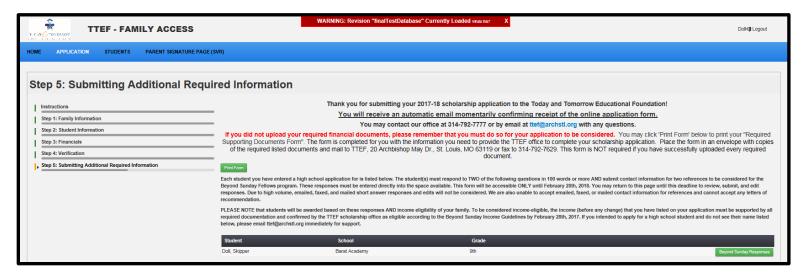
After clicking Submit, you will be redirected to a page that provides instructions for submitting any financial and residency documentation that you were not able to submit. Please click **Print Form** and follow the instructions on the form to submit any documents listed that still need to be submitted. Please do not send duplicate copies of documents already submitted.

By submitting the online application form, you are also creating a TTEF account that you can log into to apply each year and submit required signatures each semester if your child is awarded.

NOTE: You will receive an automatic email after submission of Steps 1-4.

If you are missing any documentation, this does not mean your application is complete, only that the online form was submitted for Steps 1-4.

PLEASE REMEMBER that the short answer responses and reference contact information <u>must be submitted through the online application system by the deadline of February 26th, 2021 if applicable. Due to high volume, we cannot accept mailed, emailed, or faxed responses. You will be able to access this page to submit or edit responses until February 26th, 2021. Click the green button "Beyond Sunday Responses" to open the box where you will submit the short-answer responses and references.</u>

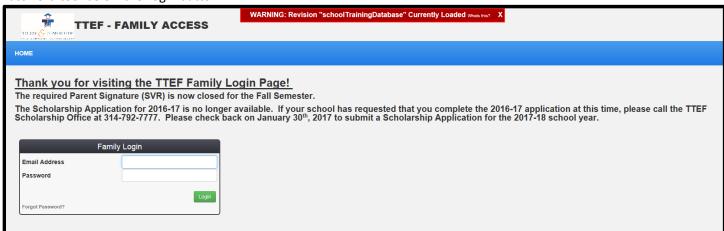




Unified Online Scholarship Application Re-Applying Family Instructions

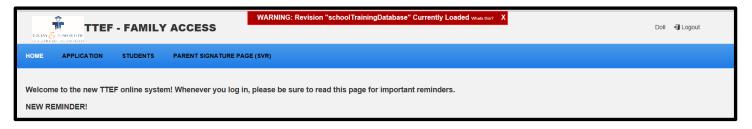
Logging In

A current email address is required for all families to apply online. Families that have previously applied to TTEF before will need to log on with the email address TTEF has on file for you. If you do not know what this email address is, please contact our office by email at ttel@archstl.org or by phone at 314-792-7777. If you do not know your password, please use the *Forgot Password* tool below the Login button.



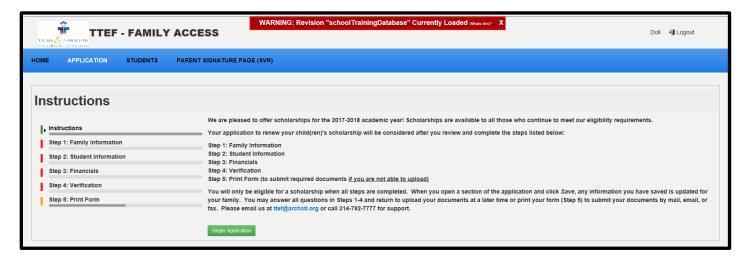
Returning Family Home Page

The first page you will see is the Returning Family Home Page. This page will have important reminders about your child's scholarship.



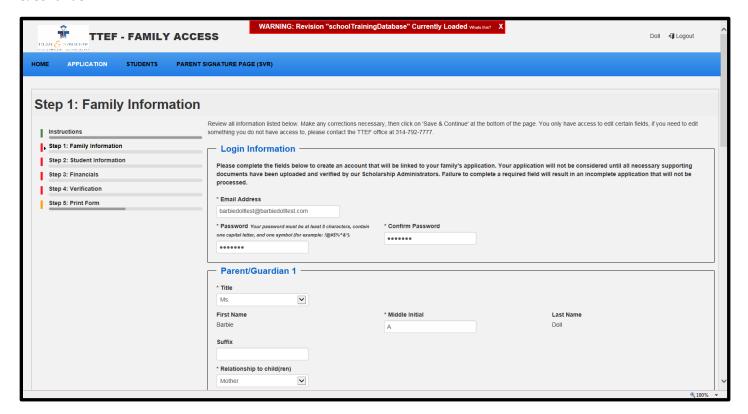
Application

Please click on **Application** in the blue header. The first page you will see is the application instructions. Please read these carefully and click **Begin Application**.



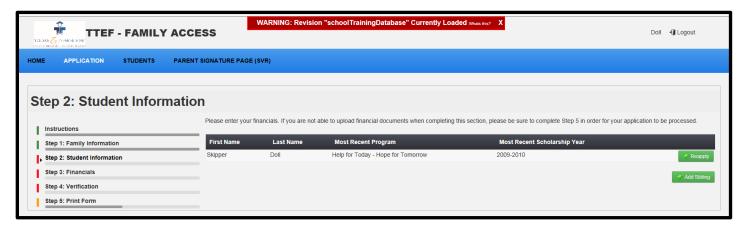
Application Step One: Family Information

All families must review the family information listed on this page and make any necessary changes. Throughout the application, an asterisk (*) indicates information that is required to continue. After all information is correct, please click **Save & Continue**.

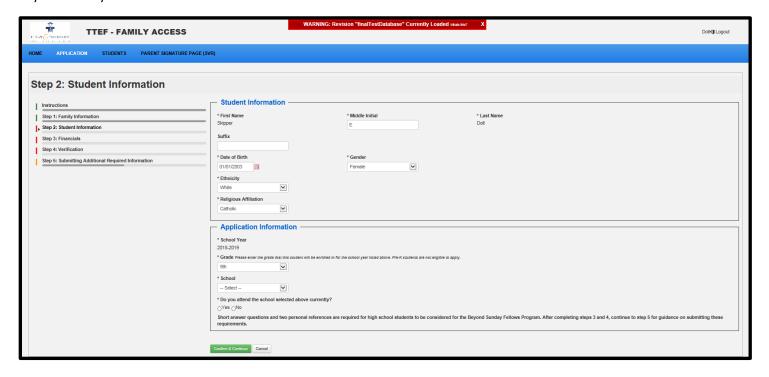


Application Step Two: Student Information

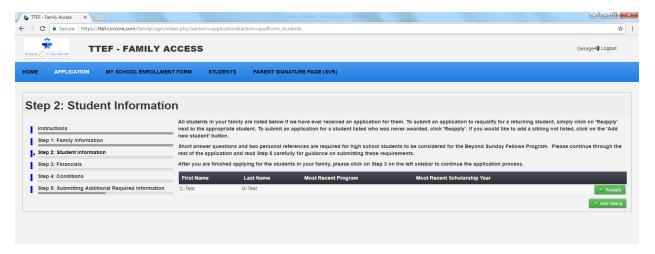
The next page you will access is the Student Information page. Click **+Reapply** for all students that will be attending an eligible school during the 2021-2022 School Year. Click **+Add Sibling** to submit an application for any student(s) in your family who is/are not listed.



<u>Please be certain to confirm or change, if necessary, the information listed for each student in your family.</u> The information you are submitting is for the 2021-2022 school year. The short-answer responses and reference contact information required to be considered for Beyond Sunday Fellow are located at the END of the application. They are only available if eligible for Beyond Sunday.

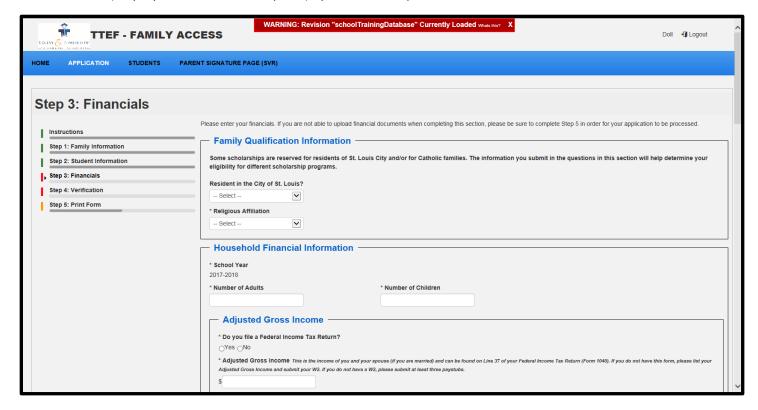


When you have completed an application for all eligible students, please click on Step 3 on the side bar.



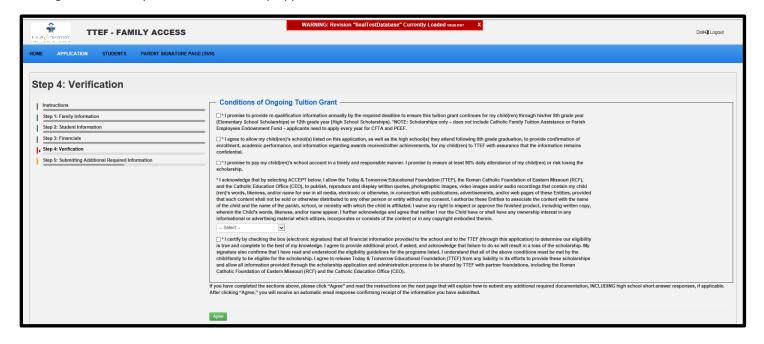
Step Three: Family Financials

After clicking **Step 3**, the next page you will see is the Family Financials portion of the application. Please answer all required questions and upload required documentation. If you are unable to upload required documentation, please proceed in submitting the online application. Instructions at the end of the application will require that you submit your required documentation (only if you were unable to upload) by email, fax, or postal mail.



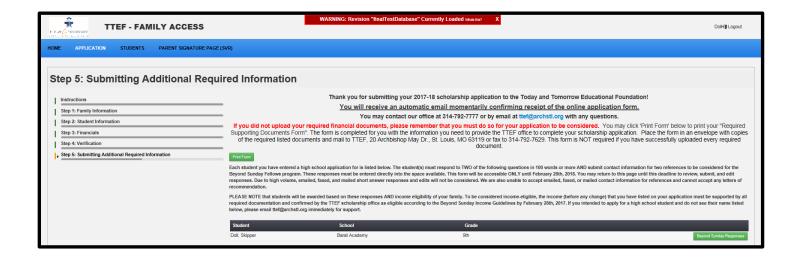
Step Four: Verification

After completing Step Three, please carefully read the Conditions of Ongoing Tuition Grant. These are important agreements that are required of all parents applying for a scholarship. Please click inside the box next to each statement. When finished, click **Agree** to submit your online scholarship application.



Step Five: Print Form to Submit Required Documents

This step is required of families who were not able to submit all required documentation, including financial documentation and proof of residency (ONLY for city residents) AND all families who are submitting a child's Beyond Sunday Fellows short-answer responses and reference contact information. If you were not able to upload all required financial/residency documentation, please click **Print Form** in Step Five and follow the instructions on the form to submit any documents listed that still need to be submitted. Please do not send duplicate copies of documents already submitted. **PLEASE REMEMBER** that the short answer responses and reference contact information <u>must be submitted through the online application</u> <u>system by the deadline of February 26th, 2021 if applicable</u>. Due to high volume, we cannot accept mailed, emailed, or faxed responses. You will be able to access this page to submit or edit responses until February 26th, 2021. Students currently receiving a Beyond Sunday Fellows scholarship are not required to submit responses or references for requalification.



Application Confirmation & Review

All new and re-applying families who successfully submit an online application will receive an automatic email response from our website. This should appear in your email from ttef@archstl.org. If you are missing any documentation, this does not mean your application is complete, only that the online form was submitted for Steps 1-4. Applications are reviewed in the order received by the TTEF Scholarship Office. If you have questions or need additional support, please contact us by email at ttef@archstl.org or by phone at 314-792-7777.



Beyond Sunday Fellows (High School) Program 2021-2022 School Year

Frequently Asked Questions

How many scholarships will be available for the 2021-2022 school year?

Up to 50 new Beyond Sunday Fellows scholarships will be awarded throughout the Archdiocese of St. Louis, primarily for incoming freshmen.

Who should apply?

More than 1,300 high school applications were received last year for a total of 50 new awards. While the Beyond Sunday Fellows Program is open to all faiths, Catholic families who are registered in a parish receive priority, and approximately 100% of the program's current recipients meet this criteria. The Roman Catholic Foundation anticipates this will be the same in the coming years.

How are award decisions made for the Beyond Sunday Fellows?

Award decisions are made according to the following priorities:

- Family's Income Eligibility
 - Required supporting documentation of income listed on application must be submitted by applicant and verified by the TTEF scholarship office by February 26, 2021.
 - To be considered income-eligible, a family's income must fall within the Beyond Sunday income guidelines <u>before any changes to income</u>
- Number of Awards per Grade Level
 - An approximately equal number of awards per grade level will be maintained from year to year
- Number of Awards per School
 - A minimum of one award per school, either new or requalifying, will typically be maintained for each school with qualified applications
- Student short answer responses that demonstrate alignment with the objectives of the Fellows program
 - While there is a length requirement, responses are evaluated on content, not mechanics or writing ability
 - Please note: Responses must be entered directly into the space available on the online application. Due to high volume, emailed, faxed, and mailed short answer responses and edits will not be considered. We are also unable to accept emailed, faxed, or mailed contact information for references and cannot accept any letters of recommendation.

When are award decisions made?

Award decisions are made immediately after the Beyond Sunday application deadline (February 26, 2021). Due to the high volume of applications received, late applications cannot be accepted. Applications without short answer responses, essays, or verified income by the deadline will not be considered.

Why are there new award amounts and income guidelines?

The objective of the Beyond Sunday Scholarship program is increase access to high-quality Catholic education for middle-income families. The Beyond Sunday income guidelines have been revised to align with the US Census' definition of middle-income, and award amounts have been adjusted to be able to serve as many families as possible. Current award amounts will be honored for families already receiving Beyond Sunday scholarships.