

# St. John the Evangelist School

8500 West Coldspring Road  
Greenfield, WI 53228

(414) 321-8540  
sje.k12.wi.us

April 2023

Dear Parents/Guardians,

This letter aims to inform you of our policy for tuition assistance for the 2023-24 school year and provide you with the necessary application forms.

The procedure is outlined below if you are interested in applying for tuition assistance for the 2023-24 school year. ***Please complete and return any of these forms to apply for tuition assistance.***

1. **We have limited money available for tuition assistance** through our Angel Fund, parish funds, etc.
2. **Under the Tuition Grant Forms tab on the school website, you will find an application for the Angel Fund.** You will notice that the form asks some very basic questions and **requires those applying for proof of their financial situation**, either through a copy of their **2022** federal income tax return (Summary Form Only - i.e., 1040 form, pages 1 and 2) or if you did not file an income tax return, a copy of proof of family income (e.g., copy of Wisconsin Works (W2) cash benefits, (SSI) Social Security, Child Support, etc.).
3. You must be **registered** for the 2023-24 school year to apply for assistance. If you have not done so, please see Ms. Connie Nosbisch in the school office to complete your registration form before sending in your tuition assistance application.
4. As Catholics, Eucharist is the basis for everything we believe. **Therefore, all parishioners, including our school families, are expected to attend weekend liturgy regularly, have a current parish pledge card on file, and are actively involved in our parish ministries.** We will consider these factors as we disperse the financial resources of the Angel Fund.
5. Please return the completed tuition assistance form application and proof of your financial situation to me, **Mr. Ben Oberdorf, Principal, St. John the Evangelist Parish School, 8500 W. Coldspring Road, Greenfield, WI 53228, immediately. Please mark your envelope as "Confidential."** This will ensure that I will be the only person to see your private information. Any financial information shared with our tuition assistance committee will have identifying information removed.



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6. **Any forms received after May 8, 2023, will not be considered for tuition assistance for the upcoming school year.**
7. **If you prefer to drop off your forms at the school office personally, please do so.**
8. Upon receipt of all the forms submitted by May 8, we will **rank those with the most need/circumstances, etc.** Those with the greatest need will receive the most tuition assistance, and so on, until all our available funds for tuition assistance are utilized.
9. **You will be notified on or before June 1, indicating the tuition assistance your family will receive for this coming school year.** You will also receive a letter to that effect. That amount will be deducted from your tuition account.
10. If significant and life-changing circumstances arise during the school year, such as a severe illness, death, loss of job, etc., you can certainly contact me, and we can discuss these situations at the time. **However, please remember that to be eligible to apply for tuition assistance for the upcoming school year, your forms and proof of financial situation must be in by May 8, 2023.**

I am very excited to continue this procedure for tuition assistance to our families and look forward to talking with potential benefactors about our great need for tuition assistance at St. John the Evangelist Parish School. Having a fair and consistent distribution program for those funds is very important to donors. Our goal is to ensure that, in the future, Catholic education can be a more affordable option for more and more families.

If you have any questions, please call me at (414) 321-8540 or [boberdorf@sje.schools](mailto:boberdorf@sje.schools).

Sincerely,

Mr. Ben Oberdorf, Principal