Tuition Assistance Available!

The first qualification for families to receive tuition assistance is income. Compare your income with the *"maximum income"* for your family size as shown in the chart below. If your household income is LESS THAN the amount shown, you meet the 2025 financial eligibility requirement for the **Catholic Tuition Organization (CTO)** or funds available through the **Diocesan Tuition Assistance (DTA)** established with the Ignite Capital Campaign.

*Family Size	**CTO *MAXIMUM* Income	**DTA *MAXIMUM* Income
2	$ 84,600	$ 84,601 - $105,750
3	$106,600	$106,601 - $133,250
4	$128,600	$128,601 - $160,750
5	$150,600	$150,601 - $188,250
6	$172,600	$172,601 - $215,750
7	$194,600	$194,601 - $243,250
8	$216,600	$216,601 - $270,750
	Add $22,000 for each additional dependent	Add $27,500 for each additional dependent

* Family size includes parent(s)/guardian(s) and total number of dependents plus others living in household
** Families/households are eligible for tuition assistance if their total income is at or below the above listed maximum income levels as reported on Line 9 of federal income tax form

Applications will be accepted beginning <u>February 1, 2025</u> for all Catholic schools in the Diocese of Des Moines. Apply online at **www.fairapp.com.**
For more information, contact CTO at 515-237-5010.

Application deadline April 15th, 2025

www.fairapp.com
School code: **450**
Password: **450ddm**

TUITION ASSISTANCE 25-26

CATHOLIC SCHOOLS
DIOCESE *of* DES MOINES

The bottom line? *It's for the <u>KIDS</u>...* **and their futures!**

Submitting Your Tuition Assistance Application Online:

Online Applications available beginning **February 1, 2025**, APPLICATION DEADLINE: April 15, 2025

A **$31 processing fee** payable with a Visa or MasterCard is required to submit your application.

Compare your income with the "maximum income" for your family size as shown in the chart on the other side of this document. If your household income is less than the amount shown, you meet the current financial eligibility requirements for the **Catholic Tuition Organization (CTO)** or the **Diocesan Tuition Assistance (DTA)** established with the Ignite campaign.

Based on your 2024 Total Income from line 9 of your Form 1040 for all adults/parents in the household. See "maximum income" on the other side of this document.

Online Application

The online application is easy to complete, with help and instructions available throughout the process. Applying online will allow you to submit the application from any location with internet access.

You will need the following to complete and submit your application online: 1. Your School Code and School Password (see below) 2. A valid email address 3. A credit card (Visa or MasterCard) to complete payment processing. 4. A copy of your 2024 US Individual Income Tax return (Form 1040 and any forms/schedules you were required to file).

Getting Started To begin the on-line application process, Parents/Legal Guardians should go to **www.fairapp.com** and click on the "Parent Login" link.

NEW USERS: Click on the "Create New Login" link in the New Parents section of the page. Your login will be your email address and the password that you select.

RETURNING USERS: Your email and password from the previous year are still active in our system. You can login without having to set up a whole new account. If you do not remember your password from last year please click on the "Forgot Your Password" link and your new password will be emailed to you.

Once you have created your account you can start the process by clicking on the "Create a New Application" link. You will then be prompted for your school code and school password listed below:

School Code: 450
School Password: 450ddm

The application process requires that you complete each section, in order, before moving on to the next one. However, it is not necessary to complete the whole application at once. Each section allows you to save your data before proceeding to the next one. The sections are listed on the left-hand side of the screen.

The sections have a colored circle next to them. A red circle means you can't access that section yet. A green circle means that you are currently working on that section. A green circle with a check mark means that you have completed that section of the application.

Helpful hints • Required fields are highlighted with a red dot • Make sure all of your dependents are listed on the application • Your session will time out after 30 minutes of inactivity. You will need to log back in to resume the process from your last saved section. • Review your application for accuracy before checking out and submitting payment. • Maximize your internet browser window to make viewing the online application easier.

NOTE: **Once you submit your credit card information for payment you will no longer be able to edit your application.**

Income Documentation

After completing the online application you will need to forward the following income documentation: 1) Page 1 and 2 of your 2024 US Individual Income Tax return (Form 1040) and Schedule 1. 2) Any schedules you were required to file with your return such as: Schedule A – Itemized Deductions, Schedule B – Interest and Dividend Income, Schedule C – Self Employment Income, Schedule D – Capital Gains and Losses, Schedule E – S corporation or Rental Property Income, Schedule F – Farm Income 3) Copies of your 2024 W-2's

If you do not file taxes, please contact Brian Tingleff at btingleff@dmdiocese.org for instructions.

Sending FAIR your tax and income documents

Once you have finished your application and paid the processing fee, you will receive information in a confirmation page and in an email indicating how you can send FAIR your information. You will be able to upload, fax, mail or email us your documents. FAIR will email you confirming receipt of your documents once they have arrived in our offices. You can check the status of your application online at www.fairapp.com by logging back in to your application and clicking on the application status button. Please note: It can take anywhere from 3 to 7 days for your application to be updated once we have received your income documentation.

Tuition Assistance applications are processed through Financial Aid Independent Review, Inc. (FAIR), PO Box 211423, Eagan, MN 55121 Email:customerservice@fairtuition.com

If you need to change information on your application after you have submitted it please forward changes to: customerservice@fairtuition.com. We will make any necessary changes as long as reports have not been released to your school.

FAIR is a nationally recognized leader in financial aid assessments for private and parochial schools. Our service provides your organization with a reasonable assessment of each family's financial situation.

IMPORTANT: You will not receive results from FAIR. You will be notified by the school or financial aid program to which you applied. All information is held strictly confidential and will only be released to the CTO, the Diocese of Des Moines Schools and/or school administrators.