

Green Acres School
11701 Danville Drive
Rockville, MD 20852

DATE: Fall 2011

TO: Families Applying for Financial Aid for the 2012-2013 School Year

FROM: Brenda Robinson, Business Manager

RE: Financial Aid Application for 2012-2013

All the materials needed to apply for financial aid at Green Acres School for the 2012-2013 school year are available on our website (www.greenacres.org). Please review the list of documents needed and the deadlines.

For your financial aid application to be complete, I must receive the following:

1. GAS Financial Aid Request Form - **due 02/03/12.**
2. *Parents' Financial Statement* (PFS) from School & Student Services (SSS) (Green Acres' code is 3505). All parents/guardians must complete this form. If parents are divorced or separated, each parent/guardian must complete a separate form. The application is available at <http://sss.nais.org/parents/>. You can also find a link to this site on the Green Acres' website (www.greenacres.org). If you need a paper copy or require assistance completing the online process, please contact me at brendar@greenacres.org- **due to SSS by 02/03/12.**
3. A copy of final 2011 IRS Federal Tax Return, W-2's and 1099's from all parents or guardians - **due 02/29/12.**
4. IRS Form 4506-T from all parents/guardians. Send to Green Acres School (not the IRS). DO NOT send any money with this form. - **due 02/29/12.**

The deadline to return the GAS request form is **February 3, 2012**. Complete your *Parents' Financial Statement* online with SSS by **February 3, 2012**. This allows sufficient time for SSS to process your application and have the report sent to Green Acres. All other forms must be received by Green Acres School **no later than February 29, 2012**. You may fax forms directly to me at 301-881-5790.

I am available to answer individual questions by phone (301-881-4100 x111), email (brendar@greenacres.org), or by appointment. Please do not hesitate to call me at any time.

This Form must be returned by February 3, 2012

**Green Acres School
Financial Aid Request Form
School Year 2012-2013**

Child's Name _____ Grade in Sept. 2012 _____

Child's Name _____ Grade in Sept. 2012 _____

Child's Name _____ Grade in Sept. 2012 _____

- This is a reminder that your *Parents' Financial Statement* (PFS) should be submitted online to School and Student Service for Financial Aid (SSS) by **February 3, 2012**. (<http://sss.nais.org/parents/>) *All parents and/or guardians must complete this form.*
 - Mail a copy of your **2011** IRS Federal Tax Return, W-2's and 1099's. Send these items and IRS Form 4506-T to the Financial Aid Committee at Green Acres School by **February 29, 2012**. Please be sure to send these items for **all parents/guardians**. We cannot accept 2010 tax returns.
1. How much can you (parent/guardian) afford for all educational expenses (include tuition as well as bus and extended day, if needed) for the 2012-2013 school year for **each** student applicant? _____
 2. How much of the educational costs were paid by other sources (friends, relatives, trust funds, etc.) for the 2011-2012 school year? _____. Name the source(s):_____.
 3. How much of the educational costs will be paid by a source other than the parent/guardian (friends, relatives, trust funds, etc.) for the 2012-2013 school year? _____.
Name the source(s):_____.
 4. Are you applying for funds from another organization (Black Student Fund, Latino Student Fund, etc.)?
___No___ Yes. Name the fund:_____.

To ensure objectivity, Green Acres School subscribes to the School and Student Service for Financial Aid (SSS). Thank you for your close attention to these guidelines. If you have any questions concerning these forms, please feel free to get in touch with Brenda Robinson in the Business Office.

Parent/Guardian Printed Name

Parent/Guardian Printed Name

Signature

Signature

Address _____

Address _____

Home Phone _____

Home Phone _____

Daytime Phone _____

Daytime Phone _____

E-mail Address _____

E-mail Address _____

Your request cannot be considered until all items have been received and your file is complete.