

## TUITION SCHOLARSHIP PROGRAM Deadlines & Frequently Asked Questions

### Deadlines and Notifications

#### **Application Window - January 5, 2019 to March 10, 2019**

*Completed applications, required documents and \$34 application fee are due to TADS. Late applications WILL NOT be accepted.*

#### **Notification Window - April 23 - 28, 2019**

*Notification emails will be sent informing you if you will/will not receive a tuition scholarship. Students who are in preschool/JK will not receive an email.*

#### **Enrollment Verification Window - May 1, 2019 to August 15, 2019**

*Recipient's school enrollment is verified and finalized during this time.*

#### **Award Check Sent - September 30, 2019**

*Tuition Scholarship checks are sent to schools for credit to student's tuition account. Check your child's tuition account at the end of October to ensure the scholarship has posted.*

*Note: The AEF tuition scholarship can only be applied to the cost of tuition (lunch, morning/afterschool care, books, etc. are not eligible). The AEF tuition scholarship cannot be used as a refund if a recipient has a zero tuition account balance.*

### Scholarship Eligibility & Application Process

**How do I apply?** *Use this link - <http://www.augustinefoundation.org/sign-in/>*

**Who is eligible for a scholarship?** *All students (grades K-12) who will attend a Hawaii Catholic School during the upcoming school year. Students do not have to be currently enrolled to apply for a scholarship, but you do need to be officially enrolled at the time the scholarship is awarded.*

**How much are the scholarships?** *The amount of the tuition scholarship varies from year to year. In the past, the scholarships awarded were \$1,000 (grades K-8) and \$1,250 (grades 9-12).*

**What about students who are in preschool or junior kindergarten?** *Due to our limited funding, we do not provide scholarships to children in preschool or junior kindergarten. Although, the AEF Tuition Scholarship Program does not provide scholarships to preschools/ELCs, some preschools/ELCs use our application to evaluate your level of need for their own school's financial aid program. Please inquire at your preschool/ELC.*

**What if I am applying for more than one student or to different Catholic schools?** *One application per family, even if the children attend different schools or you are applying to different schools.*

**Do I have to make a certain amount of money to apply for a scholarship?** *No, any family can apply for a scholarship. A priority is given families who have a financial need.*

**Do I have to be Catholic to apply?** *No, you do not need to be Catholic to apply.*

**Can students from public schools apply?** *Yes, if they intend to enroll in a Hawaii Catholic School in the upcoming school year.*

**Do I have to reapply each year?** *Yes, you must reapply for a tuition scholarship each year.*

**What if I am divorced, separated, or never married?** *The primary parent completes/submits the application.*

**Why do I have to pay \$34?** *The \$34 covers the cost of processing/evaluating your application by TADS. Fees are assessed on a per family basis, not a per student basis. A family with two or more applicants, would still pay \$34.*

**What if I've already applied or submitted for financial aid with TADS with another school or scholarship program for the upcoming school year?** You will do one of two things, depending on if you have applied/not submitted your application or if you have submitted your application.

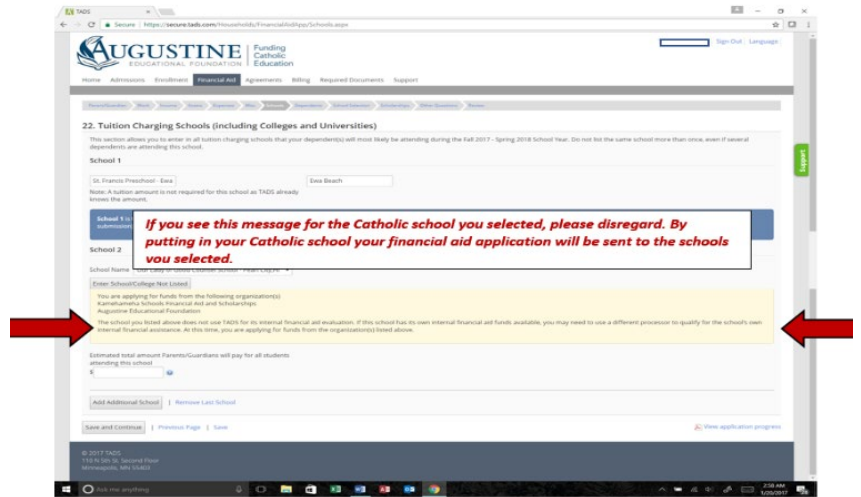
**Applied, but haven't submitted your Application:** You will need to update your TADS financial aid application to include the Augustine Educational Foundation. Log-in to your existing financial aid application with TADS, go to the "Scholarship" tab. Check the box for the student listed under the school name with "Scholarship: Augustine Educational Foundation". Follow the prompts to complete the application.

**Submitted your Application:** You will need to add Augustine Educational Foundation to the application that has already been submitted. Log-in to your TADS account, then click the green "Add School or Scholarship" button on the home page or click the Financial Aid tab, then click the green "Add School or Scholarship" button. In the School Search field, enter Augustine Educational Foundation (or search by city – Kaneohe). Select Augustine Educational Foundation from the dropdown menu. You will then be prompted to select the student(s) you would like to apply. Follow the prompts to complete the application.

**"Schools" Tab Message Alert: If you get the following message:**

*The school you listed above does not use TADS for its' internal financial aid evaluation . . . .*

Please disregard, the Hawaii Catholic school(s) (HCS) you selected will receive your application. All HCS are covered by the AEF Application for the AEF Tuition Scholarship Program.



## **Application and Document Submission**

**How do I submit my application?** On-line, directly to TADS via the on-line application portal. Paper application are not available. The AEF does not accept applications or any required documents. All documentation must be turned in directly to TADS.

**Is the application process secure?** Yes. All documentation received is imaged upon receipt and then destroyed. Then, the application data becomes property of the AEF.

**How do I submit my documents?** Once you completed and submitted your application on-line, directly to TADS, you have three ways:

Upload (Preferred Method) - you will have the opportunity to upload your documents at the end of your application and any time after, by logging back into your account. The \$34 fee is paid via VISA, MasterCard, American Express, Discover or Electronic Bank Check (ACH).

Fax - fax your documents to TADS at 612-548-3326

Mail - you can mail your documents and \$34 (check or money order only, payable to TADS):

**TADS • 110 N. 5<sup>th</sup> Street, Second Floor • Minneapolis, MN • 55403**

**\*\*Please be sure to include your TADS Reference Number on ALL documents and correspondence\*\***

**What if I cannot afford to pay the \$34 processing fee?** Call the Foundation directly at (808) 203-6748.

**Questions - Applying, Submitting Documents or Service Fee Processing:** Please contact TADS directly by phone at 1-800-477-8237 or 612-548-3320 - Monday - Saturday 8 a.m. to 8 p.m. CST. You may also visit support on their website for FAQs and live chat - <http://www.tads.com/contact-us/>.

**Further Questions?** Contact Tonya Stevenson at (808) 203-6748 or [tonya@augustinefoundation.org](mailto:tonya@augustinefoundation.org).