

2018-2019

Diocese of Paterson Catholic School Education Trust Scholarship

Elementary School Students

- Resident of the City of Paterson or the City of Passaic who are not currently attending a Catholic elementary school in the Diocese of Paterson but who wish to attend a Catholic elementary school in the Diocese of Paterson
- * • K to 7 students currently attending one of the eligible Catholic elementary schools who need financial assistance or need continued financial assistance
- Must complete a SMART Financial Aid application by the announced deadline date
- Scholarship award is applied to tuition only
- Scholarship award is for 2018-2019 school year only

* Eligible Catholic Elementary Schools:

The following Catholic elementary schools are eligible: Academy of St. James of the Marches, Totowa, St. Gerard Majella School, Paterson, St. Brendan School, Clifton and St. Anthony School, Hawthorne.

High School Students

* Eligibility Factors for Eight Grade Students and Returning High School Students

- Resident of City of Paterson or City of Passaic
- Must have attended and graduated from a RC Diocese of Paterson elementary school in Paterson with a grade point average of B or better or are currently enrolled in an eligible Catholic high school with a grade point average of B
- * • Must attend one of the eligible high schools listed
- The scholarship award will not follow the student to a Catholic high school or non-Catholic high school outside the RC Diocese of Paterson
- Must be a family in good standing with the Catholic elementary school – no unpaid tuition and/or fees
- Must complete SMART Financial Aid application by the announced deadline date
- Scholarship award is applied to tuition only
- Scholarship award is for 2018-2019 school year only (you must apply each year)

* Eligible High Schools

DePaul Catholic High School, Wayne, Morris Catholic High School, Denville, and Pope John XXIII High School, Sparta.

Family Financial Responsibility

Families must be able to pay registration fees and any and all applicable fees that are required by the Catholic elementary school or high school.

Scholarship Award Renewal Eligibility

If you received an Education Trust Scholarship in 2017-2018, you must reapply for an award and meet the following criteria to be considered for an award in 2018-2019:

- Documented Financial Need
- Grade Point Average (GPA) or final report card average of B or better and a good conduct record for the school year
- SMART Financial Aid application completed by the announced deadline date
- Family in good standing: no unpaid tuition and/or fees

Please Note:

- Incomplete applications will not be considered
- * • Deadline Date to complete application: April 16, 2018

Diocese of Paterson Catholic School Education Trust 2018 – 2019 School Settings



SMARTAID

Access Application

<https://smartaidforparents.com>

School ID: 13989

School Name: *Diocese of Paterson Catholic School Education Trust*

Eligible Grades: *Kindergarten - 12th Grade*

Application and supporting documents due: *04/16/2018*

Student Codes: *New Student = New*

Returning Student = Returning

Family Codes: *New Family = New*

Returning Family = Returning

Required Supporting Documentation

Applications submitted without documentation will not be processed.

- Most recent paystubs
- 2017 W-2 forms for all jobs.
- 2016 filed tax return: 1040, 1040A, 1040EZ with all schedules. **2017 tax returns mandated after 4/15/18*
- 2016 filed business tax return: 1120, 1120S, 1065 (if applicable). **2017 tax returns mandated after 4/15/18*
- Supplemental income documentation: Social Security income, Welfare, Food Stamps, Child Support, 1099-M Forms, Worker's Compensation, Unemployment, Veterans Benefits, Housing Allowance, etc.
- If you are unable to provide any of the aforementioned items, please submit a Special Circumstance Letter indicating which document(s) you are unable to provide and why. This information will be shared with your school for consideration.

Creating Your Account

Please visit <https://smartaidforparents.com> and create your account by entering your primary email address as your username. Smart Aid will use this email address to contact you in the event that your application is "on hold" for missing documentation. Once you create your username and password, you will receive a verification email. Once you click the verification link to verify that you are the account holder, you will be able to log in using the username and password you created. Please be advised that if you do not click the verification link that is sent to your email address, you will not be able to log in or reset your password.

Submitting Documentation

Documentation should be submitted at the time the application is completed. Application IDs must be included on all documents. Failure to include your ID will delay processing of your application. Please be advised that each document must be uploaded separately under the appropriate document type in order for your application to automatically move into the review status.

- Direct Upload: <https://smartaidforparents.com> (login with your username and password)

Application Rollover

If you created a Smart Aid account to apply for financial aid in a prior year, your application will roll over into the next school year. Your username and password will remain the same, as well as your application ID number (with the exception of the first two digits as that indicate the school year). The Parent/Guardian and Dependents section of the application will be auto-filled for you, you will simply need to confirm the information before advancing to the next sections of the application. If any information from the Parent/Guardian and Dependent section should be updated, please make the necessary changes.

Smart Aid Contact Information

- Phone Support: (800)-360-8027
- Email Support: support@smartaidforparents.com

Notification of Financial Aid

Once your application is processed, a financial aid recommendation will be forwarded to **Diocese of Paterson Catholic School Education Trust**. All final financial aid decisions, including notification of an award amount (if any) will be made by **Diocese of Paterson Catholic School Education Trust**. If you have not received notification regarding financial aid, contact the financial administrator at **Diocese of Paterson Catholic School Education Trust**.

Diocese of Paterson Catholic School Education Trust

2018 – 2019 Online Instructions



SMARTAID

1. Online Application

Visit: <https://smartaidforparents.com>

2. Section 1 – Household Information

Parent/Guardian: Enter the parent or guardian's contact information. Dependent: Enter all dependents that live in the household. For dependents in college, select the "attending another private school" status option.

3. Section 2 – Selecting A School

Enter your school's five-digit code (13989) or name in the search box. If you want to search for schools near you that are participating in the Smart Aid program, you can search by city and state. Make your selection by checking the select check box. Once a school or multiple schools are selected, you will then need to select the student(s) you wish to apply for aid at the appropriate school(s). After the school(s) have been selected, you will then need to select the upcoming grade for the student, student code (if applicable), and expected tuition (if applicable) for the upcoming year. Clicking "next" after each section will allow you to move on to each subsequent section.

4. Section 3 – Income & Expenses

Enter any income the household receives; employment, business or supplemental. If the work status is selected as 'employed', 'self-employed', 'unemployed, receiving benefits', or 'disabled, receiving benefits,' you will be required to enter this income source in the appropriate section before moving through the application. Please enter all expenses as they pertain to your household.

5. Section 4 – Assets & Debts

Enter all assets and debts as they pertain to your household.

6. Section 5 – Special Circumstances

Check off any special circumstance that pertains to your household. If no option available best describes your household's circumstance, please check 'other' and describe your situation. This information is confidential and will only be available to designated School Administration and Smart Aid staff.

7. Section 6 – Submit

If your school uses family school codes, please make the appropriate selection. Agree to Smart Aid's terms and conditions, then click SUBMIT to complete your online application.

Please be sure to enter all fields with accuracy.

Frequently Asked Questions

Q: Who should complete this aid application?

A: Whomever the child resides with should complete this application whether it is a parent, grandparent, aunt/uncle, or legal guardian. There is a section within the application where you can enter contributions from non-custodial parents and relatives.

Q: Why do I need to input my spouse's information if I am remarried and they are not legally responsible for my children?

A: Smart Aid's calculation works off of the total household income, therefore including all income, whether the party is legally responsible for your children or not. Our system however, does take into effect your spouse's expenses as well as their income. It is important to list all expenses that are asked of within the application.

Q: I do not have the required tax documents. HELP!

A: Include the most recent tax documentation you have available. If you are asked for a specific line from a tax document that you have not yet completed, please estimate the projected amount.

Q: How will I know if I qualify for aid or not?

A: We do not disclose information about the results of your application. All final tuition aid decisions, including notification of an award amount (if any); will be made by your school. For the date award notices will be given, please contact your school directly.

Q: What if I want to edit my application?

A: Once an application has been submitted and paid for it can no longer be edited by a parent. However, if changes are necessary a written statement with the change (including the application ID), should be sent to support@smartaidforparents.com.