

Dear Parents,

FACTS Grant & Aid Assessment will be conducting the financial need analysis for St. Matthew's Day School for the upcoming 2010-2011 school year. Families applying for financial aid will need to complete an online application and submit the necessary supporting documentation to FACTS Grant & Aid Assessment by March 24, 2010. Applications submitted late or incomplete cannot be considered for financial assistance with all the other applications.

FACTS will gather the information and analyze the family's ability to contribute to the cost of tuition. The St. Matthew's Financial Assistance Committee will then use these results and any other information provided to make a fair determination for awarding assistance based on need. The decision will be based on each family's financial situation and the resources the School has available.

Here are the requirements:

- Submit \$10 application fee to St. Matthew's School.
- Complete the FACTS online application, providing information such as: family size, total income, assets, investments, debt, medical expenses, and other unusual household expenses.
- Provide copies of the most recent tax return, including all supporting tax schedules, 2009 W-2 Wage and Tax Statements, and documentation of all other household income to FACTS.

In addition to the information provided online, families may also submit a written letter to Head of School Francie Thurman that further explains their unique situation and need for assistance. This letter will be taken in consideration along with the financial application processed by FACTS.

If you are interested in applying for financial assistance, see the school office for online application instructions.

Sincerely,

Jennifer Ratterree  
Treasurer, Board of Trustees  
St. Matthew's Episcopal Day School

Francie Thurman  
Head of School  
St. Matthew's Episcopal Day School