



## Tuition Assistance Policy

1. A completed re-enrollment or enrollment application must be on file before applying for tuition assistance.
2. Families who are currently enrolled at LCCS, and who have previously received tuition assistance, must provide documentation of completion of a biblically based financial management course prior to the allocation of a tuition assistance award for a subsequent year. Once a course has been documented, it is sufficient for any further tuition assistance requests.
3. A verified *FACTS Grant & Aid Application* is necessary in order to receive a tuition assistance award.
4. Families who receive tuition assistance and who are later blessed during the school year with additional resources must notify the business office to determine if an increase in their contribution to their tuition contract is warranted. This is an important stewardship responsibility both on the part of the school and the recipient families. Discretionary spending can indicate that additional resources have been obtained.
5. Families who receive tuition assistance are required to give 6 volunteer hours at the school. A system to record volunteer hours is available to all school families via Renweb. Log into ParentsWeb; click on "Family Information"; select the person's name; click on "Service Hours"; click on "Add Service Hours".
6. The LCCS Board may revoke a tuition assistance award given to a family and notify them in writing for any of the following reasons:
  - Failure to keep the amount of their tuition assistance award confidential.
  - Incomplete or inaccurate financial information submitted on the *FACTS Grant & Aid Application*.
  - Choosing not to resolve conflicts according to the Authority section of the LCCS Parent/Student Handbook. Conversations with other parents or comments on social media are not proper outlets to air grievances or concerns about the school or school personnel.
  - Repeated or major student disciplinary infractions resulting in suspension or expulsion.
7. The tuition assistance committee can choose to provide an exception to policy or guidelines and procedure if, after prayer, they unanimously agree to do so.
8. In the event of a withdrawal of your student for any reason before all scheduled tuition payments are made, aid awarded may be fully or partially rescinded.