



DIOCESE OF METUCHEN

Diocese of Metuchen – School Financial Aid 2023-2024 Application Instructions

Families applying for financial aid must complete an online application at <https://online.factsmgt.com/aid>. The application period opens January 1, 2023 and will officially close on **March 31, 2023**. Awards will be announced on or about the first week of June 2023.

Online applications are available in Spanish and English. The application fee is **\$40** and **must** be paid online at the time you submit your application. Forms of payment include debit cards, most major credit cards, or an electronic check.

ELIGIBILITY

To be eligible to apply for School Financial Aid:

- Student must be Roman Catholic;
- Student must be entering grades K-12 in September 2023—scholarships are not awarded to children entering Preschool, although they should be included on the FACTS online application;
- Student must be attending one of our 21 diocesan, parochial, or regional elementary schools, or Immaculata or St. Thomas Aquinas High School; and
- Student must be officially registered in one of the parishes within the Diocese of Metuchen, **and families must submit a Parish Verification Form to the school/s where they plan to enroll their child/ren by March 31**. A copy of the completed, signed Parish Verification form may be used by families enrolling children in more than one school (see list of eligible schools and parishes on reverse side or go to www.diometuchen.org/tuition-assistance to view a list or print the form).
- **All families must submit a completed, signed Parish Verification Form to each school their child/ren plan to attend or their FACTS online application will not meet the eligibility requirements for Diocese of Metuchen School Financial Aid and will not be processed.**

APPLICATION

Required documents include:

- Copies of your 2021 Federal Income Tax Return Form 1040 (as filed with the IRS) for the applicant and co-applicant, including all supporting tax schedules;
- Copies of all 2022 W2 and/or 1099 forms for both you and your spouse or co-applicant; and
- Copies of documentation for Social Security Income, Welfare, Child Support, Food Stamps, Workers' Compensation, and TANF.

Documents must be:

- Scanned or photographed with a Smartphone and uploaded directly to your application.
- **FACTS Grant & Aid does not accept documents sent by FAX or Email.**

ADDITIONAL INFORMATION

- If you are applying to a Diocese of Metuchen school, your application will automatically “opt in” to the Hope through Education Scholarship Program online application process. If you meet the eligibility requirements for both Programs you will be considered for either Diocesan Financial Aid or a Hope through Education Scholarship
- For general questions about the application, contact a FACTS Customer Care Representative at 866.315.9262.