

**Harvest of Thanks, Springtime of Hope Endowment
Need-Based Tuition Assistance
Guidelines/Regulations/Process
For Elementary and Secondary Catholic Students for 2022-2023**

- The tuition assistance must be used in the school year granted; it is not retroactive to prior years and cannot be carried over for future years.
- Tuition assistance funds must be used to assist **Catholic** parents to send their children to a **Catholic school within the Diocese of Springfield in Illinois in grades K - 12.**
- Awards will be made for tuition only (registration, book and other fees are not included)
- **Individual awards from the endowment will not exceed 50% of the total cost of tuition due.** (Parishes or schools are free to award additional private assistance as appropriate.)
- Tuition assistance available will be distributed according to the total enrollment ratios between the elementary and secondary schools. **The payout amount could change due to market fluctuations.**
- If a school permanently closes, their tuition assistance award will not be allocated to another school but will be rolled over to the entire fund to be included along with the set formula for distribution.
- The tuition assistance regulations, application and amount available per school will be distributed to every Catholic elementary and secondary school in the Diocese of Springfield in Illinois in the academic award year.
- **The student and or family must be in good standing with the school and parish.**
 - **This is decided on the local level. Examples are:**
 - **Registered and active parishioner of a Catholic church**
 - **Family's committed service to the church and school**
 - **Students' attitude and behavior in the school**
 - **All past fees and tuition are current**
- Applications must come directly from the school; no individual families or organizations may apply.
- The school needs to return the signed tuition assistance application to the Office for Catholic Schools by the November 30 of the current award year or unless otherwise indicated.
- The Office for Catholic Schools will approve and verify applications and make check requests within three weeks following the deadline.
- The Finance Office of the diocese will issue the checks and pass them on to the Office for Catholic Schools to disperse.
- If a school does not need the full tuition assistance allotted (because there are not enough Catholic families needing tuition assistance) the unused funds will be rolled over into a deferred account. The balance in the deferred account will not be carried over for an individual school but will be rolled over into the general fund to be allocated among all the schools for the following year.

Please Note: It is expected that all schools will continue their own tuition assistance program. The Harvest of Thanks, Springtime of Hope Endowment was meant to supplement, not replace the individual school or parish funds available for need based tuition assistance. With the rising cost of tuition, it is imperative that we assist need-based families that desire a high-quality Catholic education.

In order to better assist families needing assistance, parishes are also encouraged to set up their own endowments through The Foundation for the People of the Roman Catholic Diocese of Springfield in Illinois. Parishes, schools and individuals are invited to make contributions to the Harvest of Thanks, Springtime of Hope Endowment for Catholic Education Tuition Assistance.

Application for Catholic High School and Elementary School Students for 2022-2023 Need Based Tuition Assistance Harvest of Thanks, Springtime of Hope Endowment

Name of School:

City:

Please break down the awards for tuition assistance from the Harvest of Thanks, Springtime of Hope Endowment. Individual awards cannot exceed 50% of total tuition due and may be awarded to Catholic students only. Total funds cannot exceed the annual distribution of **\$4,264 for elementary schools** and **\$7,310 for high schools**. *Please note that this total payout amount could change due to market fluctuations.*

Family (Please, no names)	Catholic Parish	# Students in family attending your school	Total Tuition Due	Harvest Award
#1				
#2				
#3				
#4				
#5				
#6				
#7				
#8				
#9				
<i>Total will self-calculate</i>			Grand Total of Harvest of Thanks Award	

We confirm that the tuition assistance granted will be used for the above Catholic students and that they are in good standing with the school and with the parish (if school is affiliated with a parish).

Principal's signature

Date

Return the form by **November 30, 2022 to:**
Office for Catholic Schools - Attn: Tuition Assistance
1615 West Washington St.
Springfield, Illinois 62702