Actions Necessary to Finalize Your Tuition Assistance Application

☐ Complete Tuition Assistance Application

☐ Attach a copy of your 2021 Federal Tax Return

☐ Attach a copies of your 2021 W-2’s

☐ Attach any other information as specified on the application form

☐ Submit your completed application and supporting documentation to Covenant Tuition Services in one of the following ways:
  • Mail: Covenant Tuition Services
    PO Box 111
    Fulton, IL 61252
  • Email: info@cts-tuition.com
  • Phone: 815-441-7432
  • Fax: 815-401-4001
  • Go to: http://www.cts-tuition.com/app/lakstjmi/

☐ Make your application processing fee payment

To be eligible and qualify for Financial Assistance, complete and submit all information to Covenant Tuition Services (CTS) prior to the deadline date of 5/1/2022. Funds are limited so apply as soon as possible. Funds will be awarded on a first come first serve basis.
A check for $25.00 may be mailed with the application (or mailed separately if you choose to fax or email your application to CTS)

If you would like to pay by card instead of by check for $25.00, there is a $2.00 service charge. CTS can send you an invoice from PayPal where you can make your $27.00 payment securely online.

**To receive a PayPal invoice, please list your email on the line below:**

Email to send invoice: ________________________________

By signing below, I agree to pay the $27.00 invoice from CTS to pay for processing this application. I also understand that an unpaid invoice will hold up the processing of this application.

Signature: ________________________________

**Employment Status (Select # from below for each Parent): Father:________ Mother:______**

1. Employed by Another
2. Self-employed
3. Temporarily Unemployed
4. Full Time Homemaker
5. Unemployed
6. Retired/Permanently Disabled
7. Temporarily Disabled
8. Full Time Student

**Total Tuition 2022/2023 Academic Year:** $________ Required

**Amount of Tuition Family Can Pay:** $________ Required

**Amount of Tuition Relatives/Others Can Pay:** $________ Required
Covenant Tuition Services
Covenanting to Serve Christian Schools as unto the Lord
www.cts-tuition.com/app/lakstjmi/

Tuition Assistance for the
2022-2023 Academic School Year

Lake Michigan Catholic Schools
915 Pleasant St • St. Joseph, MI 49085 • Phone: 269-983-5529 • www.lmclakers.org

Due Date: May 1st, 2022

Parent/Guardian Name: ____________________________

Number of persons in household: ________________

Number of adults in household: ________________

Marital Status: (Circle one)
Married           Single           Single Parent Sharing Expenses

Household Income
1. 2021 Adj Gross Income: ____________________________
   (Total for all household adults; Line #11 from Federal Taxes)
2. 2021 Earned Income Credit: ____________________________
   (Line #27 from Federal Taxes)
3. 2021 Father’s W-2 income: ____________________________
   (W-2 box 3)
4. 2021 Mother’s W-2 income: ____________________________
   (W-2 box 3)
5. 2021 Social Security Benefits: ____________________________
   (Include statements for all household recipients)
6. 2021 Child Support Received: ____________________________
   (Include total for all household recipients)
7. 2021 Military/Clergy House Allowance: ________________
8. 2021 Non-taxable income: ____________________________
   (W-2 box 12; ADC; General Assistance; Food Stamps, others)

Household Assets
15. Household Adults’ Cash on Hand: ________________
   (Total in all: Cash, Checking, and savings)
16. Value of Home ____________________________
17. Value owed on Home: ____________________________
18. Value of stocks, bonds, investments: ____________________________
   (Exclude retirement and pension accounts)
19. Value of other assets owned: ____________________________
   Circle type: real estate business farm
20. Amount owed on assets in #19: ____________________________
21. Automobiles – year, make, and model:

Household Deductions
   (Line #22 from Federal Taxes)
10. 2021 Medical/Dental expenses: ____________________________
    (Expenses not covered by insurance and premiums paid outside of an employer’s plan. You must provide a Schedule A or an itemized list of expense.)
    (Total paid for children not in household)
12. 2021-2022 K-12 Tuition Paid: ____________________________
    (Total after all amounts paid on your behalf by others, grants, and gifts are subtracted. Don’t include college tuition here, See #22)
13. 2021 Church contributions: ____________________________
    (Include Schedule A or letter from the church)
14. 2021 Childcare expenses: ____________________________
    (Include Form 2441 or bill from provider)

Other Information
22. 2021 Household college tuition paid: ____________________________
    (Include Form 8863 or bill from college showing amount paid)
23. List weekly unemployment amount for all unemployed household parents: ____________________________
24. Additional sheets can be used to explain special circumstances if necessary, for processing, such as medical hardships, changes in employment that will cause increase or decrease in income, etc.

Complete form and send with the following required items:
1. Payment for processing (choose only one option)
   a. Check/Money Order for $25. Please do not mail cash.
   b. PayPal invoice for $27
2. Copy of 2021 Federal Tax Return and 2020 W-2(s)
3. Copy of Schedules and Forms filed with the tax return; Required items are Schedules: 1, A, C, E, F and Forms: 2441 and 8863
4. Any other supporting documents listed for questions #3-#22

Applications can be sent one of the following three ways:
1. Mail: Covenant Tuition Services
   PO Box111
   Fulton, IL 61252
2. Email: info@cts-tuition.com
3. Fax: 815-401-4001