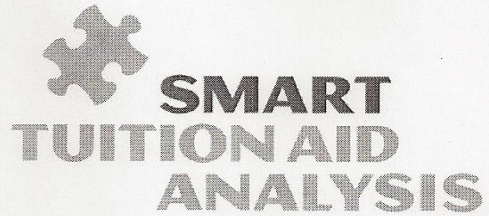


**Notre Dame Regional School
Parent Directions
School ID: 06718**



Dear Smart Tuition Aid Applicant,

The following information is necessary for you to complete your financial aid application. If you prefer, you can choose to complete the application online at www.smarttuitionaid.com.

FINANCIAL AID ELIGIBILITY:

Students entering grades **K-8** are eligible to apply for aid. Students entering PK are not eligible to apply for aid.

APPLICATION DEADLINE:

Notre Dame Regional School requires you to submit your application by **12/31/2010**.

SCHOOL ID CODE:

Use the School ID **06718** for each dependent that plans to attend **Notre Dame Regional School**.

APPLICATION PROCESSING FEES:

- **Required application processing fee: \$0**
- **Business processing fee (if applicable): \$0.** If you have filed any of the following: 1041, 1065, 1120, or 1120S.
- **Optional Parent Report fee: \$8.00.** This report allows you to review the accuracy of the information that Smart Tuition Aid has received for your application. Your report can be viewed online once your application has been audited. Please make checks payable to Smart Tuition. *Please note: This report does not display the amount of assistance you may receive from your school.*

SCHOOL SPECIAL CODE INFORMATION:

Please enter the special code that applies to your family in the Special Code Section of the application. This code is very important and we cannot process your application without it.

- **P = Parishioner**
- **NP = Non-Parishioner**

PREPARING YOUR SUPPORTING DOCUMENTS:

In order to verify the information on your application, we require copies of the supporting documentation requested below. Applications submitted without supporting documentation will not be processed. **Please do not send your original documents. Remember to include your Application ID# and last name on all pages.**

- Most recent pay-stubs and W2 statements for all jobs
- Most recent federal tax form 1040, 1040A, 1040EZ with all schedules
- Most recent business tax return, 1041, 1065, 1120, or 1120S (if applicable).
- Any applicable income documentation. Ex: 1099 forms, social security, welfare, food stamps, unemployment, child support, workers compensation, veteran benefits, rental, etc.

SUBMITTING YOUR APPLICATION AND/OR DOCUMENTS BY MAIL:

Using the return envelope provided, add postage and mail your application and documents to:
Smart Tuition Aid, PO Box 25116, Lehigh Valley, PA 18002

SUBMITTING YOUR DOCUMENTS ELECTRONICALLY*:

You may submit documents by e-mail or fax if your application was completed online and/or you are required to send additional documents. ***The email and fax line are for documents receipt only. Applications received by e-mail or fax will not be accepted.**

- **E-MAIL:** documents@smarttuitionaid.com
- **FAX:** (610) 599-8633

NOTICE OF FINANCIAL AID:

Once your application is processed, a tuition aid recommendation will be forwarded to **Notre Dame Regional School**. **All final tuition aid decisions including notification of an award amount (if any) will be made by Notre Dame Regional School.** If you have not received notification about financial aid, contact the Financial Administrator at **Notre Dame Regional School**. Please allow a minimum of four weeks after you have submitted your application.