



2019-2020 Need-Based Tuition Assistance Instructions for Currently-Enrolled CCS Families

It is the policy of Chattanooga Christian School to award need-based tuition assistance to families who could not otherwise afford to attend CCS. CCS does not award academic or athletic scholarships.

For the 2019-2020 school year, CCS expects a large number of applications for financial aid. Because of this, it is more important than ever to submit your financial aid application AND all required documents no later than the **deadline of December 31, 2018 (please note change in deadline!)**. While you are still able to submit an aid application after December 31, CCS cannot guarantee that there will be aid remaining in our budget for those applicants, nor can we guarantee that you would receive your award decision before the end of the re-enrollment period (**February 15 – please note change in deadline!**), thus jeopardizing your child's spot in his or her grade for 2019-2020.

*****Important** - Please note that the award decisions will be emailed to returning families on February 1 when the re-enrollment period begins. We recommend that you do not re-enroll your student(s) until your award decision is received so that you may make an informed decision. Submitting the online re-enrollment packet through RenWeb legally binds you to the tuition contract and withdrawal policy. *******

A reminder for high school varsity athletes – Because CCS is in **Division II of the TSSAA**, athletes **may receive need-based financial aid** that does not exceed their calculated need and still be eligible to participate at the varsity level.

Important Dates to Remember:

September 1 – Financial Aid application process opens on TADS – see instructions below.

December 31 – Deadline for currently-enrolled families to submit financial aid application AND all required **2017** tax documents to TADS. *This deadline is a change from previous years.*

January 1-31 – Financial Aid Committee meets to discuss and decide individual award amounts, based on our financial aid budget and the documented need as calculated by TADS.

February 1 – Financial aid awards are emailed to **existing** CCS families (this includes families who have returning students and who are applying for new students within the same family). The online re-enrollment process also opens on this day. Knowing your award decision on February 1 allows you to make an informed decision concerning re-enrollment. Once you submit your re-enrollment packet, you are entering into a legally-binding financial contract with the school and will be subject to the withdrawal penalty schedule.

February 15 (note change in deadline!) – Deadline for existing families to re-enroll and accept their offered financial aid award. Returning families who re-enroll by February 15 are guaranteed a spot for

their student. There is a possibility of losing your student's spot if you wait to re-enroll after this deadline.

March 1 – Financial aid award and admissions decisions are sent to new CCS families. Available spots will be offered to new families at this point.

How to Apply for Financial Aid:

- Log in to your TADS account, click on the Financial Aid tab at the top of the screen.
- Complete the step-by-step application process for the 2019-2020 school year. When complete, submit the application; you will then be prompted to pay a \$39 processing fee.
- The following information must be submitted to TADS to complete the application process before the December 31 deadline:
 - Copies of your **2017** federal tax forms (1040) including all supporting tax schedules.
 - Copies of your **2017** W-2 forms for both you and your spouse.
 - Copies of your most recent pay stubs for both you and your spouse.
 - Copies of supporting documentation for Social Security Income, Welfare, Child Support, Food Stamps, and Workers' Compensation.
 - Other supporting documents as requested by TADS, based on your application.
 - All supporting documentation can be uploaded in pdf format online. It can also be faxed to 612-548-3326 or mailed to

TADS Financial Aid
110 North 5th Street, 2nd Floor
Minneapolis, MN 55403

- TADS offers a Parent Support line at 800-477-8237, option 1 to help you with any technical questions or issues concerning the application process.
- *Financial aid awards are confidential. CCS expects families to refrain from discussing financial aid awards with other parents or school employees other than the Financial Aid Committee members. A lack of confidentiality may result in loss of your financial aid award and/or make you ineligible to apply for financial aid in subsequent school years. Additionally, providing false or misleading information to TADS and/or the CCS Financial Aid Committee may result in the loss of your financial aid award and ineligibility to apply for subsequent years.*

For more information on financial aid or for assistance with completing the application, please contact Catherine Byars, CCS Director of Parent Accounts, at parentaccounts@ccsk12.com or at 423.265.6411.