



Re: Financial aid

Dear Parent,

Each year, we are fortunate to be able to assist some of our families who are in need with tuition. We use the National Association of Independent Schools School and Student Service for Financial Aid (NAIS-SSS) to help determine financial aid grants for the school year. Using SSS provides our applicant families with greater confidentiality and allows us to create greater equity in the grant-making process.

SSS offers an on-line application. Please go to the website <http://sss.nais.org/parents/> to complete your on-line application. On-line applications can be processed in as little as 48-hours. Once you have completed the SSS application, a copy of the first two pages of your 2011 tax return (your 1040 or 1040ez) should be provided to the School Office, at the address below. **These materials should be submitted to SSS and to the School Office no later than February 29.** If you will not yet have completed your final tax return by this date, please provide an estimated return. Your final financial aid award will be contingent on receiving a copy of your final 2011 tax filing.

We know families sometimes have unseen financial burdens that we should consider as part of a grant application. If you feel that the SSS information will not fully illuminate your family's situation, we ask that you send a brief letter describing any other factors that we should consider.

SSS charges a processing fee for each application. Please be assured that all financial information is kept strictly confidential and that financial need will have no bearing on your child's eligibility for admission.

If your financial aid application is completed by **February 29**, it is our intent to provide you with a financial aid award before the enrollment deposit date of April 1 which will hold your child's place at School for Friends.

If you have any additional questions about this process, please do not hesitate to call me.

Sincerely,

A handwritten signature in blue ink that reads "James W. Clay". The signature is fluid and cursive.

James W. Clay
Director