

Alpine Christian School

Tuition Assistance Process

Updated: February 10, 2019

Parents of students attending Rockford Seventh-Day Adventist constituent churches may request a reduction in tuition fees in cases where the tuition cost is an undue hardship on family finances, and where that reduction is matched by worthy student funds from the home church of the student. The goal of this plan is to share the responsibilities between parents, church, and school in order to help make it possible for every child to receive a Christian education.

Families granted assistance are required to provide volunteer support to the school.

Assistance is granted for a single school year. **If circumstances change within that school year, immediate notification must be given to the ACS Finance Committee for re-evaluation.** We do our very best to find private sponsors and donations to provide the additional assistance needed. However, please note that completion of a student financial assistance application does not guarantee the aid you request.

Who may receive student financial assistance?

Tuition reduction is available to students that meet the following requirements:

1. Accepted as a student in the Alpine Christian School at 325 N. Alpine Rd, Rockford, IL.
2. **There are no outstanding balances from previous school year at ACS or ACP (preschool/beforecare or aftercare programs). Balances must be paid in full before ACS Finance Committee will review current year request.**
3. Parents must submit an application to the ACS Finance Committee supplying all pertinent family financial information to verify income levels and ensure eligibility for assistance.
4. **The ACS and ACP account must be kept current (paid as agreed each month). Accounts that become delinquent by a month or more (two weeks or more with ACP) will lose their eligibility for financial assistance.**
5. Any reduction in tuition provided by the Alpine Christian School must be matched by worthy student funds from the home church of the student in a dollar for dollar amount. **If the family does not belong to a Seventh Day Adventist Church, they are NOT eligible for the “Church Matching” discount listed below.**
6. **All students receiving financial assistance must maintain a C average or higher report card and maintain acceptable conduct. Students whose grade average drops below this minimum or who are subject to disciplinary action lose additional financial assistance at the discretion of the ACS Finance Committee’s recommendation to the ACS School Board.**

What is the application process for student financial assistance?

1. An application for financial assistance must be completed in full and submitted to the ACS Finance Committee. The application and all attachments must be completed in English.
2. Proof of income for both responsible parents/guardians must be provided in the form of prior year income tax records and a copy of the last two pay stubs of all household income-producing parents/guardians. In addition, a budget declaring all regular monthly or annual income and expenses must be submitted on supplied application.
3. The ACS Finance Committee will review all financial assistance applicants and recommend to the full ACS School Board of which applicants meet eligibility requirements for final approval. The ACS Board meets once each month. Principal or ACS Chairperson can be contacted for exact date.
4. The school board chairperson will notify all applicants in writing about the approval or denial of the worthy student assistance request and/or the tuition reduction amount. Re-application is possible when there is a change in financial status.

5. The parents of the student(s) must request their home church to submit a letter from their church treasurer conveying the board decision to meet their monthly matching amount. Only students receiving matching worthy student funds from their home church are eligible to receive tuition reduction.

When will the tuition reduction credits be applied?

Tuition reduction credits will be applied to a student family account on a monthly basis only after payment by the parent/guardian and home church of the student has been made.

How much tuition reduction is available?

The amount of tuition reduction a student is eligible to receive is based on the adjusted gross income reported on the prior year's tax records of all guardians in household. Special circumstances such as large medical bills or other unusual expenses may be considered by the ACS Finance Committee when reviewing financial assistance eligibility.

Tuition Assistance Income Table

Income Range	Parent Portion	Tuition Reduction	Church Matching
0 - \$15,000	10%	45%	45%
\$15,001 - \$20,000	20%	40%	40%
\$20,001 - \$25,000	30%	35%	35%
\$25,001 - \$30,000	40%	30%	30%
\$30,001 - \$35,000	50%	25%	25%
\$35,001 - \$40,000	60%	20%	20%
\$40,001 - \$45,000	70%	15%	15%

Parents with incomes exceeding \$45,000 per year are not normally eligible for assistance.

Parents who experience a change in the income levels that might affect their eligibility for student financial assistance must report that change to the ACS Finance Committee within 30 days of that change.

What if I have multiple children in ACS?

Parents with more than one child attending ACS are eligible for additional assistance. For each student beyond the first enrollee, the income bracket above is adjusted by \$5,000.

Who may I contact if I have further questions?

Parents/guardians may contact the school at 815-399-0880 or the principal or current year ACS Chairperson at acschooltreasurer@gmail.com with any further questions.