

Union Springs Academy

2018-2019 Financial Aid Application

For more information or questions,
contact the Union Springs Academy Business Office at:

Phone (315) 889-7314
Email: hbarrera@unionspringsacademy.org
Hilde Barrara Business Manager
Cell Phone (541) 863-9660

Union Springs Academy Financial Aid Checklist

To be considered for financial assistance at Union Springs Academy, information regarding your family and finances is required. Funds are limited and are awarded on a first-come first-serve basis based upon family need. All applications are reviewed by either a representative of the New York Conference K-12 Finance Committee or by the Finance Committee as a whole. Please follow the steps outlined below, and submit this information to Union Springs Academy as far in advance of registration day as possible. Early planning is instrumental in simplifying the financial step before or at registration. **If you are relying on Financial Aid for your student, do not wait until registration day to submit your applications. Even if you received Financial Aid last year, it is not guaranteed for the new year.**

1. _____ Make sure your student has been accepted by Union Springs Academy.
2. _____ Complete and submit the following:
 - _____ The Financial Aid Application.
 - _____ A copy of the **first two pages of your 2017 Federal Tax return**, showing your adjusted gross income. As this information verifies qualification, financial aid cannot be determined without it.
 - _____ If you qualify*, the **2-way/3-way Church Matching Scholarship Application**.
3. _____ Work Sponsors may be solicited to increase your student's earnings through friends, family members, or local businesses. A work sponsor form has been included in this packet for you to copy and request sponsorship. Photocopy it and send it to businesses, family members, and friends who may be interested in sponsoring you. **A minimum of 2 sponsors is required by you before any financial aid will be given. Amounts will not be included in your financial contract until funds are received from your sponsors and consistency is established.**

*Qualifications:

U.S.A. Scholarship:

- Each applicant needs to **work** under the Student Labor program a minimum of 8 hours weekly.
- Financial need is determined by representatives of Union Springs Academy and/or the Finance Committee.

2-Way / 3-Way Church Matching Scholarship:

- Students who are being sponsored by the Seventh-day Adventist churches **within** the New York Conference are eligible for a 3-way matching scholarship. Students being sponsored by an SDA church **outside** of the New York Conference are eligible for 2-way matching scholarships.
- Each student must be a dorm resident.

For the most accurate financial plan to be established, and for fund availability, financial paperwork for returning students must be in by July 16. All new students paperwork must be in prior to registration day.

Union Springs Academy Financial Aid Application

There are **limited** scholarship funds available to assist students demonstrating financial need. All parents/guardians whose student is receiving scholarship money through Union Springs Academy **must** be contributing **monthly** per student. The Financial Contract you sign will indicate your amount. If parent payments are not made in a timely manner, your scholarship funds will be in jeopardy. The scholarship funds are awarded on a first come, first served basis to those who meet the criteria listed below.

Criteria

1. Acceptance to Union Springs Academy by the Admissions Committee
2. Payments by the parents/guardians as indicated on the Financial Contract
3. Student labor performed at least 8 hours a week in a consistent and responsible manner
4. The student's cooperation with the mission of the school
5. The student's ongoing demonstration of academic purpose

Student's Name _____ SSN# _____
 Parent/Guardian Name _____ SSN# _____
 Address _____
 City State Zip _____
 Phone Number _____ Email _____
 Home Conference _____
 Home Church _____
 Father Employed No ___ Yes ___ Employer _____
 Mother Employed No ___ Yes ___ Employer _____
 Number of Dependents _____ Number attending Christian elementary or secondary school _____

Please list the first name and age of each dependent:

Name	Age	School (if applicable)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

The information provided above is true and accurate to the best of my knowledge. I realize that providing false information may result in a forfeiture of all scholarship money. I understand that if I no longer meet **any one** of the criteria listed above, financial aid may be lost. I further understand that if a credit balance remains at the end the school year, I cannot claim that money. It will be used to go back into the scholarship fund for future scholarships.

Parent/Guardian Signature _____ Date _____
 Student Signature _____ Date _____

Both signatures are required prior to processing.

Union Springs Academy

P.O. Box 524, Union Springs, NY 13160 (315) 889-7314

2-Way / 3-Way Church Matching Scholarship Application for 2018-2019

2-Way/3-Way Plan Policy Certification and Agreement

1. Parents must complete the top portion of this application and return it with ample time for Union Springs Academy AND the local sponsoring church to take action.
2. Union Springs Academy will complete the eligibility portion of the application and submit it to the sponsoring church.
3. The church board must vote to approve the matching funds requested. The board may elect to vote more or less than the requested amount.*
4. Parents/Guardians are responsible for any balance remaining on their student's account after financial aid and other credits are applied and agree to promptly pay such balance.
5. Parents/Guardians agree to submit a copy of their previous year's 1040 tax return to the academy, showing the Adjusted Gross Income amount.
6. All signers agree that all information on this form is complete, correct, and agree to follow this policy as indicated.
7. Scholarship funds will not be considered on the financial contract until the application has been approved by the sponsoring church and received by Union Springs Academy.

Parents: Complete the top portion of this form and return to Union Springs Academy.

Student Name _____
Student Social Security _____ Date of Birth _____ Grade registering for _____
Parent Name _____ Home Phone _____
Parent Address _____
City, State, Zip Code _____
Parent/Guardian Signature _____ Date _____
Student Signature _____ Date _____

UNION SPRINGS ACADEMY USE ONLY -----

The student listed above is eligible for \$ _____ of local church portion funds in a 2-Way / 3-Way scholarship.

USA Business Manager _____ Date _____

----- **CHURCH USE ONLY** Please type or print in ink. -----

Name of Sponsoring Church _____
Church Address _____
City _____ State _____ Zip Code _____
Contact person ** _____
Contact Address _____
City _____ State _____ Zip Code _____
Contact Phone (_____) _____ Email _____
The best time to call is _____ AM / PM Weekday _____ Weekends _____
The total amount of student aid voted is \$ _____ Date of vote _____

We, the undersigned, understand that the monies awarded by the church will not be made available to the student until they are received from the church and then they will be prorated on a monthly basis. Unused funds will be returned to the church if the student withdraws from school before the school year is finished.

Please **print and sign** your name on the lines below. All signatures are required.

Church Clerk _____
Church Treasurer _____
Church Pastor _____

* **Note:** Any church funds sent in excess of the maximum eligible amount will be applied directly to student account without matching funds. All help provided by the student's church is appreciated and is an investment in the future of our young people.

** This is the person at your church responsible for receiving monthly progress reports of funds received at Union Springs Academy for the student listed above and responsible for sending the local church scholarship funds to Union Springs Academy.

Union Springs Academy 2-Way / 3-Way Eligibility Information

Union Springs Academy has made provision to grant a limited amount of student aid funds for qualifying boarding students who might, because of financial difficulties, be otherwise deprived of a Christian education. The 3-way matching funds are provided to students being sponsored by a church within New York Conference. Two-way matching funds are available to students who are being sponsored by a church outside of the New York Conference.

Once the local church board determines that the applicant will be assisted for the coming school year, and the church is willing to participate in either the 2-Way or 3-Way plan, the church clerk should complete the church section of the application indicating the amount of aid and the name and address of the person responsible for making payments. They should then obtain the pastor's and treasurer's signatures and return the completed application to the Union Springs Academy Business Office.

It is understood that parents and relatives will not be permitted to make a specific contribution to the local church fund for their son, daughter or relative with the expectation that matching funds will be applied to their contribution.

A student receiving an SDA denomination educational assistance grant (tuition assistance for conference employment) is not eligible for either the 2-Way or 3-Way matching aid. Eligibility is based on the household adjusted gross income as indicated on IRS form 1040 and your Income After Adjustments. After completing the top portion of the student aid application, please submit it to Union Springs Academy so that we can then send to your pastor or church clerk indicating the amount of assistance for which your student is eligible.

To help you determine if you are eligible, here is a worksheet for you to use:

IRS 1040 Adjusted Gross Income for 2014 **Please attach a copy of your 1040 first page** A) _____

Less:

Number _____ x \$ 6,500.00 each B) _____ Dependents in private academy

Number _____ x \$ 2,000.00 each C) _____ Dependents in private elementary school

Number _____ x \$ 3,500.00 each D) _____ Personal exemptions

Total adjustments (Add B-D) E) _____ Less Total adjustments -E) _____

Income After Adjustments (A – E) F) _____

Parent's Income After Adjustments (F) Above	Local Church Portion*	U.S. Academy Portion (2-Way)	Total With Matching Aid (2-Way)	NY Conference Portion (3-Way)	Total With Matching Aid (3-Way)
\$13,000 or less	Up to \$1,600.00	Up to \$1,200.00	Up to \$2800.00	Up to \$1,200.00	Up to \$4,000.00
\$13,001 - \$15,000	Up to \$1,500.00	Up to \$1,125.00	Up to \$2625.00	Up to \$1,125.00	Up to \$3,750.00
\$15,001 - \$17,000	Up to \$1,400.00	Up to \$1,050.00	Up to \$2450.00	Up to \$1,050.00	Up to \$3,500.00
\$17,001 - \$19,000	Up to \$1,300.00	Up to \$ 975.00	Up to \$2275.00	Up to \$ 975.00	Up to \$3,250.00
\$19,001 - \$21,000	Up to \$1,200.00	Up to \$ 900.00	Up to \$2100.00	Up to \$ 900.00	Up to \$3,000.00
\$21,001 - \$23,000	Up to \$1,100.00	Up to \$ 825.00	Up to \$1925.00	Up to \$ 825.00	Up to \$2,750.00
\$23,001 - \$25,000	Up to \$1,000.00	Up to \$ 750.00	Up to \$1750.00	Up to \$ 750.00	Up to \$2,500.00
\$25,001 - \$27,000	Up to \$ 900.00	Up to \$ 675.00	Up to \$1575.00	Up to \$ 675.00	Up to \$2,250.00
\$27,001 - \$29,000	Up to \$ 800.00	Up to \$ 600.00	Up to \$1400.00	Up to \$ 600.00	Up to \$2,000.00
\$29,001 - \$31,000	Up to \$ 700.00	Up to \$ 525.00	Up to \$1225.00	Up to \$ 525.00	Up to \$1,750.00
\$31,001 - \$33,000	Up to \$ 600.00	Up to \$ 450.00	Up to \$1050.00	Up to \$450.00	Up to \$1,500.00
\$33,001 - \$35,000	Up to \$ 500.00	Up to \$ 375.00	Up to \$875.00	Up to \$ 375.00	Up to \$1,250.00
\$35,001 - \$40,000	Up to \$ 400.00	Up to \$ 300.00	Up to \$700.00	Up to \$ 300.00	Up to \$1,000.00
\$40,001 - \$45,000	Up to \$ 300.00	Up to \$ 225.00	Up to \$525.00	Up to \$ 225.00	Up to \$ 700.00
\$45,001 - \$50,000	Up to \$ 200.00	Up to \$ 150.00	Up to \$350.00	Up to \$ 150.00	Up to \$ 500.00
\$50,001 - \$55,000	Up to \$ 100.00	Up to \$ 75.00	Up to \$175.00	Up to \$ 75.00	Up to \$ 250.00

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Student Work Sponsorship Program

You are invited to be a part of the **voluntary** Union Springs Academy Student Work Sponsorship program. The program adds significant value to a student's work at USA by increasing the amount they can earn. A sponsor states an amount that they will sponsor the student for their work at USA during the regular academic school year. This program is an excellent tool that can support industrious students. The Student Work Sponsorship program is a vitally important partnership that makes an important financial difference for students attending Union Springs Academy.

To give the student the greatest benefit, this Student Work Sponsorship form should be completed by the sponsor and **returned to the business office** as quickly as possible. Please remit your semester payments by the 10th of September and January. Monthly payments should be received by the 10th of each month, September through May. **Reminders will not be issued.** *The sponsorship will be applied directly to the student's account.* Any uncollected sponsorship funds will be the responsibility of the student and their family.

Please indicate the level of support in the Student Work Sponsorship Program by checking the appropriate line below and filling in the necessary information. So that the student account can benefit as soon as possible, please send your payments in a timely manner to the address above. A confirmation letter will be sent to you.

Work Sponsorship Agreement

I believe in _____ and I want him/her to be able to receive a quality Christian education at Union Springs Academy. I also believe it is important for a student to learn to work as well as study. I agree to sponsor the above named student for the current school year, in the following manner:

Please indicate below which option you would like:

	Enter amount	Hourly rate level	Average hrs per year	Approx amt per year	Please pay this monthly amount*
___ One-time payment	\$ _____	___ \$0.25 / hour	x 260	\$65.00	\$6.50
___ Semester payment	\$ _____/sem	___ \$0.50 / hour	x 260	\$130.00	\$13.00
___ Monthly payment	\$ _____/mo	___ \$1.00 / hour	x 260	\$260.00	\$26.00
		___ \$2.00 / hour	x 260	\$520.00	\$52.00

*Actual hours will not be billed, please pay based on the amount above.

Sponsor, please legibly complete this section.

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

I am committed to helping this student succeed. I agree to pay the amount to Union Springs Academy as I have indicated above. I understand that my inability to pay becomes the responsibility of the student account.

Signature: _____ Date: _____

Thank you for your investment in this future leader.
This sponsorship is NOT a tax-deductible item.