



# ST. THOMAS THE APOSTLE SCHOOL

— EDUCATING THE MIND • ENRICHING THE SOUL —

Dear Parents:

FACTS Grant & Aid Assessment will be conducting the financial need analysis for the Archdiocese of Philadelphia/BLOCS & St. Thomas the Apostle School for the upcoming 2018-2019 school year. Families applying for financial aid will need to complete an application and submit the necessary supporting documentation to FACTS Grant & Aid Assessment by the dates listed below. Applicants can apply online by clicking the FACTS link at <https://online.factsmgt.com/aid>. Once you complete an online application, you will need to send the following information to FACTS to complete the application process:

- Copies of your 2017 Federal tax forms including all supporting tax schedules.

We recommend you upload all supporting documentation in PDF format online.

You can also fax documentation to 866-315-9264 or mail it to the address below. **Please be sure to include the applicant ID on all faxed or mailed correspondence.**

FACTS Grant & Aid Assessment  
P.O. Box 82524  
Lincoln, NE 68501-2524

### Important Dates:

November 1, 2017 – Application opens for 2018-19

December 31, 2017 – Priority Application deadline (Encourage all families to complete the application by this date)

March 15, 2018 – Soft Application deadline

August 15, 2018 – Application for 2018-19 closes

October 1, 2018—Application opens for 2019-20

- After completing their application, customers will be provided options (mail, fax, or online upload) for submitting their supporting tax documents (2017 tax return; FACTS will contact families who do not file a tax return to confirm what documents they need to provide).
- The \$30 application fee will be paid by the family at the time the application is submitted online.

If you have questions or concerns about the application process, you may speak with a FACTS Customer Care Representative at 866-441-4637.

Sincerely,

A handwritten signature in cursive script that reads 'John W. Keeley'.

John W. Keeley

Principal

Smile, Share, make Good Decisions!