

APPLYING FOR TUITION ADJUSTMENT 2020 - 21 School Year

Olympia Waldorf School partners with FAST - Financial Aid for School Tuition powered by ISM, in our financial aid process. To begin your financial aid application, you will complete the FAST Financial Aid Application. There is a \$45 fee, paid directly to FAST.

Access the application through the OWS website. The FAST application will take some time to complete, approximately 45 minutes for the application, once you have gathered all your materials. You'll need your 2019 tax return to finalize the application.

OWS has a committee for tuition adjustment. The committee uses the information from FAST as a starting point and considers school policies and current budget to make adjustment offers. The Business Administrator will notify you if you qualify for adjustment and any amount. The maximum award is 50%.

HOW TO COMPLETE THE ONLINE APPLICATION

- Go to the school website at <http://www.olympiawaldorf.org/tuition-adjustment>.
- Click on the link to access the FAST applicationsite.
- Complete a Financial Aid Application for 2020-21. You can log out of the portal at any time and return later to finish it. There is also a downloadable worksheet to help you gather information in advance.
- Once all sections are complete with blue checks, you will need to make a payment by Visa or Mastercard. The \$45 fee is paid directly to FAST.
- After you pay for and submit your application, you can submit your documentation. At minimum, this should include copies of your W2s and your tax documents. FAST will let you know which documents you need. You will upload them through the application site.
- If you are unable to upload your documents electronically, there is an option to mail. Supporting documents can be mailed to: Independent School Management, ATTN: FAST Processing Center, 1316 North Union Street, Wilmington DE 19806

AWARD PROCESS

- All families applying for TA must be enrolled for the applicable school year, or, if new to the school, have applied for the applicable school year.
- It is the applying families responsibility to complete the online application and submit all requested supporting documentation by the deadline.
- The school gives FAST a couple of weeks to analyze all applications and supporting documentation and provide the school with analysis.
- The TA committee reviews all applications that were submitted, double checking flags and key calculations.
- The TA committee distributes available funds, prioritizing employees and returning TA families. Remaining funds are distributed to new families.
- The TA committee issues awards via email and/or letter. Families may choose to accept or decline the award. An appeal process is available through the FAST site.

Need help completing the **online application**?

Contact FAST customer service at
(877) 326-3278 or help@ismfast.com.

IMPORTANT INFORMATION

Tuition Adjustment Committee Chair: Stephanie Redden, Business Manager, business@olympiawaldorf.org

Deadline for priority funding: **April 15, 2020**

(all supporting documents should be submitted by this date, application submitted and fee paid to FAST)

The maximum award is limited to 50% of tuition

Families must have officially applied for or be enrolled for the school year they are requesting tuition adjustment.

Note to returning families: There is no longer a paper application, all questions are now included in the online application.