

Financial Aid Policies, Procedures, and Deadlines



Policy Statement

Walden Center & School (Walden) is committed to being financially accessible. It is our goal to maintain a school that reflects the socioeconomic diversity of the Bay Area. All families are welcome to apply for financial aid. Walden's tuition assistance is available to all families regardless of gender, race, color, ethnic origin, sexual orientation, gender identity, religion, or family structure. Financial aid is awarded to those families that demonstrate financial need through the application process described below.

Financial aid decisions are made independently from admission decisions and in no way affect an applicant's chances for admission.

Financial Aid Process and Eligibility

Walden uses School and Student Services for Financial Aid (SSS) to process our financial aid applications. SSS is a service of the National Association of Independent Schools (NAIS). Based on the financial information families provide, SSS calculates an estimated family contribution (EFC) to educational expenses, which is then modified using each school's particular parameters. The EFC helps Walden make fair and objective financial aid decisions. Federal personal and business tax returns, W-2s, 1099s, and other documents as requested are used to corroborate applications. This year we have omitted our Walden internal application as we find that SSS is now covering all the questions we have asked in the past.

Returning families must reapply each year, meet all stated deadlines, and complete all documentation. **Priority is given to families who meet all requirements and who apply for aid by the stated deadlines.**

Walden may not consider financial aid applications from returning families in arrears on their tuition payments. Awards are contingent on families continuing to pay their current year tuition in a timely manner.

Both parents/guardians are expected to contribute to the payment of their child's tuition regardless of legal agreements (unmarried, divorced, or separated). Parents/guardians as well as current spouses are expected to submit an application to SSS for evaluation. Separated or divorced parents may fill out separate SSS applications; this preserves privacy and accounts for the existence of two households, something SSS takes into consideration. Walden will not consider an application to be complete without the information from both parents and all current spouses.

Confidentiality

The Walden Finance Committee reviews all submissions for financial aid. The committee maintains strict confidentiality. Walden expects that families will maintain the same confidentiality regarding awards and decisions; failure to do so may result in revocation of awards.

Please see <http://sssbynais.org/parents/security> for information about the confidentiality policy of SSS.

Awards

Funds for financial aid awards are limited. Walden is not able to meet 100 percent of each family's need. Awards are granted on an annual basis. Due to variations in the school's resources and the changing composition of the applicant pool, financial aid awards may vary from year to year.

Currently Walden does not award financial aid for its Extended Day Care Program (EDC) or for any additional yearly fees.

2019-2020 SCHOOL YEAR

The following items must be **fully** completed in order to be considered for financial aid:

Step	Description	Due Dates
1	Complete the SSS application available online at: www.sssbynais.org . <ul style="list-style-type: none"> ▪ Walden’s SSS Code: 135669 ▪ There is an online application fee of \$48. If you have questions about filling out the SSS forms, please call the SSS Helpline at 1-800-344-8328. All other questions regarding financial aid can be directed to Elise Wilks, Business Manager, at ewilkswalden@gmail.com or 510-367-8615.	January 18, 2019
2	Upload to SSS Walden Supplemental Financial Aid Application 2018-19 (attached).	January 18, 2019
3	Upload to SSS a signed and dated IRS Form 4506-T for <u>each</u> parent, guardian, or current spouse. This form allows Walden to request your tax return from the IRS if necessary. This form is available at: www.walden-school.net/admissions/financial-aid/ .	January 18, 2019
4	The following documents are required to complete your financial aid application and must be uploaded onto the SSS website during your application process: <ul style="list-style-type: none"> ▪ Copy of 2016 W-2 and/or 1099 form and completed Federal Income Tax Returns and Schedules for 2017. Please include all pages. Tax returns for each parent, guardian, and current spouse are required. ▪ For business owners and partners, a copy of completed Federal Income Tax Return and Schedules for 2016 for said business or partnership. ▪ Copy of 2018 W-2 and/or 1099 forms. If W-2 is not available, please submit last paystub of 2018 and submit W-2 as soon as received. 	January 18, 2019
6	The following documents are required to complete your financial aid application and must be uploaded onto the SSS website during your application process: <ul style="list-style-type: none"> ▪ Copy of completed Federal Income Tax Returns and Schedules for 2018. Please include all pages. Tax returns for each parent, guardian, and current spouse are required. ▪ For business owners and partners, a copy of completed Federal Income Tax Return and Schedules for 2018 for said business or partnership. 	February 8, 2019
7	Families notified of awards.	March 15, 2019
8	Enrollment contracts and deposits due.	March 22, 2019

2019-2020 SCHOOL YEAR

Walden Center & School Financial Aid Application



Directions: Please fill this form out completely for all parents, guardians, and their spouses and **upload to SSS by January 18, 2019.**

Student Name	Age	Entering Grade
Student Name	Age	Entering Grade

YEARLY FAMILY CONTRIBUTION

How much tuition can your family (your family/household/extended family) afford to pay for the 2019-2020 school year (not including EDC fees)?

Please state yearly, not monthly amount.

\$

Please explain the basis for the above amount and provide any additional information.

--

WORKING PARENTS

The school considers it reasonable that parents or guardians of school aged children work outside the home if they are asking the school for financial assistance. We may add income to your financial assistance application depending on the reason for not working. If you are not working please explain why:

--

Parent/Guardian	Parent/Guardian	Date
-----------------	-----------------	------

Walden Center & School
2446 McKinley Avenue Berkeley, CA, 94703
Tel: 510-841-7248 • E-mail: ewilkswalden@gmail.com
www.walden-school.net