



# ROMAN CATHOLIC DIOCESE OF SYRACUSE

## OFFICE OF THE SUPERINTENDENT

Online: [factsmgt.com/aid](https://factsmgt.com/aid)  
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FACTS Portal opens 10/15/23

October 5, 2023

Dear Catholic School Parent,

RE: FINANCIAL AID FOR 2024 / 2025 SCHOOL YEAR  
**To maximize your potential award --- Apply by FEBRUARY 1, 2024**

For our 2024/2025 financial aid assessment process, we are partnering with FACTS Grant & Aid Assessment to conduct the financial need analysis and verification for the schools of our Diocese. Families should apply online because the applications are able to be processed immediately by FACTS. To apply on-line visit [online.factsmgt.com/aid](https://online.factsmgt.com/aid). If you need assistance with applying on-line, please contact your SCHOOL. FACTS Customer Care Representatives are available to assist you at 866.441.4637.

**Our first and largest round of financial aid is TAP A, which is funded by HOPE APPEAL. In order to be eligible for TAP A awards, families will need to COMPLETE their financial aid application and submit their supporting documentation to FACTS Grant & Aid Assessment by FEBRUARY 1, 2024.**

The processing fee for each application is \$35 per family. Once a parent applies, they can log into their FACTS account to check the status of their application, and FACTS will provide bi-weekly follow-up communication to parents if their application is incomplete. There is NO additional fee if parents have children in two or more schools of our Diocese. An incomplete application cannot be processed.

- *Financial aid is available to grades K-12 ONLY- we are unable to provide financial aid for PRE-K.*
- *In order to receive financial assistance -families must submit a completed FACTS application.*
- *Financial aid applications are required so that we can better allocate our tuition assistance to those who need it most.*

Supporting documentation can be scanned and uploaded or faxed (866.315.9264) to FACTS. Supporting documentation should include:

- Processing fee \$35.00
- Copies of parent's 2023 tax return if available, otherwise use 2022 - including all supporting tax schedules.
- W-2 's for the parent (and spouse if applicable) - W2 should match the tax return being submitted.
- Copies of Social Security Income, Child Support, Food Stamps, Worker's Compensation and TANF (if applicable).

We look forward to working with FACTS once again as we partner to provide an outstanding educational experience for the children of the families of our Diocese.

Sincerely,

Principal

Amy Sansone  
Superintendent