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Office of Catholic Schools

January 2017

Dear St. John Neumann Regional Academy Family:

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FACTS Grant & Aid Assessment recently acquired the Private School Aid Service (PSAS) and will now be conducting the financial need analysis for St. John Neumann Regional Academy for the upcoming 2017-2018 school year. Families applying for financial aid will need to complete an online application and submit the necessary supporting documentation to FACTS Grant & Aid Assessment by **April 15, 2017**. Applicants can apply online by clicking the FACTS link at: <https://online.factsmgmt.com/signin/3NR4L>

- If you currently use the FACTS tuition management program, you can use your current login information in the link above.
- If you are a new user, please visit the link above to create a login name and password.
- If you have children at multiple schools, you only need to fill out one application per family. It does not matter which school link you use.

Once an online application has been completed, the following information will need to be sent to FACTS to complete the application process:

- Copies of your most recent Federal tax forms including all supporting tax schedules.
- Copies of your most recent W-2 forms for both you and your spouse.
- Copies of supporting documentation for Social Security Income, Welfare, Child Support, Food Stamps, Workers' Compensation, and TANF.

All supporting documentation can be uploaded in pdf format online. Documentation can also be mailed to the address below. **Please be sure to include the applicant ID on all mailed correspondence.**

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

If you have questions or concerns about the application process, you may call a FACTS Customer Care Representative at 866-441-4637. Additionally, an information session to assist families from SJNRA in completing the online application is being scheduled in Williamsport. A FACTS representative will be present at that session. Your principals will inform you as soon and the date and time finalized.

Many thanks for your commitment to Catholic Education.

Sincerely,

Monsignor David L. Tressler, M.Div., M.S., M.Ed.
Diocesan Secretary for Catholic Schools/Superintendent of Schools