

# APPLICATION FOR TUITION ASSISTANCE

## **Application due date: February 5, 2010**

Submit this application and related documentation in a separate sealed envelope to:

**Tuition Assistance Committee  
Chicagoland Jewish High School  
1095 Lake Cook Road  
Deerfield, IL 60015**

*Chicagoland Jewish High School is committed to making CJHS education financially feasible for all families. Admissions are needs-blind; we do not make our admissions decisions based on an applicant's financial situation.*

*Information regarding your application is for the sole use of the Tuition Assistance Committee and will be treated with the strictest confidence. The business office will administer the process. Please note that the February 5, 2010 deadline is critical. It is imperative that you begin this application process well before the due date. Applying for tuition assistance does not guarantee that your child will be eligible for a scholarship. The amount of a scholarship, if any, offered by CJHS depends on the committee's assessment of your family's financial circumstances.*

*Please be as thorough as possible when answering the questions in this application. Please state if the answer to any question is "no" or "none." If a question is not applicable, write N/A.*

### **What to include with your application:**

- A copy of your 2009 W2 forms and your 2009 tax return. If parents file taxes separately for any reason, submit forms for each parent, **even if parents are divorced**. (If your 2009 tax return is not available, please include 2008 W2's and tax return.)
- You may wish to add relevant documentation for such matters as special needs, extraordinary expenses, etc. This would include any court decrees stating parental financial responsibilities towards tuition payments. Attach a letter to your application describing any special circumstances.
- If you are a member of a partnership or shareholder in a closely-held corporation, we may request copies of tax returns or financial reports of those businesses before considering your application.
- The business office may need to contact you to supply additional documentation, so please be sure to include contact phone numbers as well as your email address.

### **Timeline:**

- For applications submitted by new and returning students by the February 5<sup>th</sup> deadline, the Tuition Assistance Committee will decide on scholarship amounts by early March. CJHS will contact each family by mail with a decision.
- Applications submitted **after** the February 5<sup>th</sup> deadline will be determined on an individual basis, and decisions may take up to a month or more to be determined. Applications submitted after April 15, 2010 must include 2009 tax returns. CJHS will contact each family as soon as scholarship decisions are made.
- Tuition Assistance is granted *for a period of one year only*. **Both new and returning students must go through the application process every school year.** Tuition assistance recipients are obligated to inform the Office of Admissions and Tuition Assistance Committee immediately of any change in circumstances that might justify reconsideration of the amount of the grant.

### **Contact us:**

If you have questions or need assistance, please contact **Inez Altman Drazin** in the CJHS Business Office by phone at **847.324.3713** or by email at **ialtman@cjhs.org**.

## APPLICATION FOR TUITION ASSISTANCE

### Family Information

CJHS student #1 name: \_\_\_\_\_ Current grade: \_\_\_\_\_

CJHS student #2 name: \_\_\_\_\_ Current grade: \_\_\_\_\_

CJHS student #3 name: \_\_\_\_\_ Current grade: \_\_\_\_\_

Mother's name: \_\_\_\_\_

Father's name: \_\_\_\_\_

Mother's home address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Father's home address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mother's home phone: \_\_\_\_\_  
\_\_\_\_\_

Father's home phone: \_\_\_\_\_  
\_\_\_\_\_

Mother's contact: \_\_\_\_\_  
*Work phone, cell phone, email address*

Father's contact: \_\_\_\_\_  
*Work phone, cell phone, email address*

1. Applicant's parents are:  
 Married    Separated    Divorced    Father Deceased    Mother Deceased

2. If separated or divorced, with whom does the child reside?  
\_\_\_\_\_

3. If divorced, is either parent remarried? Please specify (list full legal name of spouses):  
 Father: \_\_\_\_\_  
 Mother: \_\_\_\_\_

4. Please give the names of schools and colleges that other children in the family attend and total tuition and fees paid less all financial aid.

Name: \_\_\_\_\_ School: \_\_\_\_\_ Amount: \_\_\_\_\_  
Name: \_\_\_\_\_ School: \_\_\_\_\_ Amount: \_\_\_\_\_  
Name: \_\_\_\_\_ School: \_\_\_\_\_ Amount: \_\_\_\_\_  
Name: \_\_\_\_\_ School: \_\_\_\_\_ Amount: \_\_\_\_\_

5. Do any of your children attend summer camp? If so, provide camp name and camp fees paid.

Name: \_\_\_\_\_ Camp: \_\_\_\_\_ Amount: \_\_\_\_\_  
Name: \_\_\_\_\_ Camp: \_\_\_\_\_ Amount: \_\_\_\_\_  
Name: \_\_\_\_\_ Camp: \_\_\_\_\_ Amount: \_\_\_\_\_  
Name: \_\_\_\_\_ Camp: \_\_\_\_\_ Amount: \_\_\_\_\_

6. Do any of your children attend child care/daycare? If so, provide name of facility and costs.

Name: \_\_\_\_\_ Amount: \_\_\_\_\_ per month/year (*indicate*)  
Name: \_\_\_\_\_ Amount: \_\_\_\_\_ per month/year (*indicate*)  
Name: \_\_\_\_\_ Amount: \_\_\_\_\_ per month/year (*indicate*)  
Name: \_\_\_\_\_ Amount: \_\_\_\_\_ per month/year (*indicate*)

8. In the past year, have you had any help toward household or tuition expenses from a member of your family?

From whom: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

9. Do you or your children have trust accounts, guardianship accounts, or gifts to minor accounts?

No  Yes If yes, amount: \$ \_\_\_\_\_

10. State the estimated amount of tuition you can afford to pay for each child for the upcoming year.

(This does not include other fees and charges.) \$ \_\_\_\_\_

11. What subsidy, if any, did you get last year from CJHS (per student)? \$ \_\_\_\_\_

# Parent/Guardian Employment

## Mother:

Occupation: \_\_\_\_\_ Gross Earnings: \$ \_\_\_\_\_

Name of business:

\_\_\_\_\_

\_\_\_\_\_

*Business street address*

*city*

*state*

*zip*

Is the business a Corporation or a Partnership?

\_\_\_\_\_

Are you an owner?

\_\_\_\_\_

## Father:

Occupation: \_\_\_\_\_ Gross Earnings: \$ \_\_\_\_\_

Name of business:

\_\_\_\_\_

\_\_\_\_\_

*Business street address*

*city*

*state*

*zip*

Is the business a Corporation or a Partnership?

\_\_\_\_\_

Are you an owner?

\_\_\_\_\_

Please use the space below or additional paper for an explanation of request or any other information you think may be important to the committee explaining your need for tuition assistance.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## FINANCIAL STATEMENT

Use your tax returns/W2's to fill in the blanks. If you need assistance, contact Inez Altman Drazin by phone at 847.324.3713 or by email at [ialtman@cjhs.org](mailto:ialtman@cjhs.org)

**Schedule letters refer to schedules on pages 8 – 10**

	<b>Mother</b>	<b>Father/Joint</b>
<b>ASSETS</b>	<b>Amount</b>	<b>Amount</b>
Cash (Schedule A)		
Government and Readily Marketable Securities (Schedule B)		
Non-Readily Marketable Securities (Schedule B)		
Personal Residence (Schedule C)		
Real Estate Investments (Schedule C)		
Partnership Interest (Schedule F)		
Automobile (Schedule G)		
IRA, Keogh and other Retirement Assets (Schedule E)		
All other assets (Including personal property, jewelry, furs, antiques, cash, surrender value of life insurance, etc.):		
<b>Total Assets</b>		

	<b>Mother</b>	<b>Father/Joint</b>
<b>LIABILITIES</b>	<b>Amount</b>	<b>Amount</b>
Bank Loans (Schedule D)		
Margin account(s) with Broker(s)		
Notes payable to Others (Schedule D)		
Mortgage Debt (Schedule C)		
Notes Due: Partnerships (Schedule F)		
Accounts Payable (including credit cards)		
Taxes Due		
Other Liabilities - Describe:		
<b>Total Liabilities</b>		

**CASH INCOME AND EXPENDITURES STATEMENT**

	<b>Mother</b>	<b>Father/Joint</b>
<b>ANNUAL INCOME (Last 12 months)</b>	<b>Amount</b>	<b>Amount</b>
Salary – Gross		
Bonuses and Commissions		
Rental Income		
Interest Income		
Dividend Income		
Partnership Distributions		
Capital Gains		
Alimony		
Child Support		
Other Income-Describe:		
<b>Total Income</b>		

	<b>Mother</b>	<b>Father/Joint</b>
<b>ANNUAL EXPENDITURES (Last 12 months)</b>	<b>Amount</b>	<b>Amount</b>
Income taxes		
Rental payments, Co-op or condo maintenance		
Mortgage payments		
Real estate taxes		
Interest and principal payment on loans (include credit cards)		
Partnership obligations		
Tuition, alimony, child support		
Vacations		
Medical expenses		
Other living expenses		
Other expenses (including Tzedakah) - Describe:		
<b>Total expenditures</b>		

SCHEDULE A - CASH ACCOUNTS	Mother	Father	
Name of institution			
Owner(s)			
Type of account			
Current balance	\$	\$	
As of today, how much is owed in credit card debt (total amount owed on all cards).	\$	\$	
		Mother	Father/Joint
SCHEDULE B - ALL SECURITIES (Including Mutual Funds)		Amount	Amount
Number of shares, number of bonds			
Description			
Owner(s)			
Cost		\$	\$
Current market value		\$	\$
Readily Marketable Securities (Including U.S. Government and Municipals)			
Number of shares, number of bonds			
Description			
Owner(s)			
Cost		\$	\$
Current market value		\$	\$
Non-Readily Marketable Securities			
Number of shares, number of bonds			
Description			
Owner(s)			
Cost		\$	\$
Current market value			

	<b>Mother</b>	<b>Father/Joint</b>
<b>SCHEDULE C - PERSONAL RESIDENCES AND REAL ESTATE INVESTMENTS, MORTGAGE DEBT</b>		
Residential (1):		
Date of acquisition		
Title in name of		
Percent owned	%	%
Initial Purchase Amount	\$	\$
Estimate value of improvement	\$	\$
Current market value	\$	\$
Mortgage held by		
Unpaid balance	\$	\$
Final maturity date		
Interest rate	%	%
Investment (2) and second home		
Address		
Date of acquisition		
Title in name of		
Percent owned	%	%
Initial Purchase Amount	\$	\$
Estimate value of improvement	\$	\$
Current market value	\$	\$
Mortgage held by		
Unpaid balance	\$	\$
Final maturity date		
Interest rate	%	%

	<b>Mother</b>	<b>Father/Joint</b>
<b>SCHEDULE D - ALL BANK LOANS AND NOTES PAYABLE TO OTHERS</b> (Attach additional sheets if necessary)		
Name of institution		
City and state of institution		
Type of facility		
Purpose		
Unpaid balance	\$	\$
Annual repayment	\$	\$
Final maturity date		
Interest rate	%	%
<b>SCHEDULE E - PARTNERSHIPS</b>		
Type of investment (business/professional)		
Name of investment		
Date of initial investment		
Cost	\$	\$
Percent owned	%	%
Current market value		
Balance due partnership notes, cash call		
Final contribution date		
<b>SCHEDULE F - OTHER INVESTMENTS</b>		
Type of investment		
Amount	\$	\$
Where held		
Ownership		
<b>SCHEDULE G – AUTOMOBILE</b>		
Type of car (make and model)		
Year		
Loan outstanding	\$	\$
Current market value	\$	\$

**Please read carefully and sign below:**

*I hereby affirm that the information contained herein and the documents which I have submitted herewith are true and correct. I am aware of the fact that in case the T.A. Committee finds this to be the contrary, that I forfeit all financial assistance.*

\_\_\_\_\_  
Mother's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Father's Signature

\_\_\_\_\_  
Date

**Include the following documents with this application. Supportive documents missing will hold up the application process and will take longer to review.**

- W2's and tax return schedule**
- Other supporting documents (optional)**

*List below:*

\_\_\_\_\_

\_\_\_\_\_

**For Office Use Only**

Action of Committee of Scholarship Allowance:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_