

## 2022-2023 School Year

### TUITION ASSISTANCE APPLICATION INSTRUCTIONS

**\*\*Failure to comply with all instructions will result in application being returned.\*\***

1. Tuition Assistance is limited; therefore, it is important to complete the Tuition Assistance process in order to be considered. All forms are available at the ODCS Office.

**All questions must be answered.** Questions that do not apply to you need to be marked “N/A” (Not Applicable). Incomplete applications will be returned for more information or may not be considered.

2. Signature is required for the application. Applications received without a signature will not be processed.

3. The applicant(s) **must submit FINANCIAL DOCUMENTS** that support the request for Tuition Assistance (i.e. most recent tax return, W-2 Forms, 1040, and 1099, if applicable).

4. All students for which you are seeking Tuition Assistance must also have a registration form completed and turned in to office, as well a paid application fee (and first month’s tuition for new families).

5. Tuition Assistance is only available to Kindergarten and older. It is not available for Pre-K students.

6. Applicants must send a copy of completed Tuition Assistance application and all supporting documents to the ODCS office at the same time. All information sent to ODCS is strictly confidential. Personal information provided to ODCS is not used for any purpose other than to evaluate the need for Tuition Assistance.

7. Falsification of any information will disqualify the applicant for Tuition Assistance.

8. Should your financial status change during the period of time that Tuition Assistance is in effect, you are **REQUIRED** to contact the Tuition Assistance Review Board via the ODCS Office. **Failure to do so could result in immediate termination of Tuition Assistance.**

9. ODCS will process applications to determine recipients and the amount of Tuition Assistance awarded. All discussions at Tuition Assistance Review Board meetings are confidential.

10. The Tuition Assistance Review Board will require an interview with all recipients. You will receive notice of date and time.

11. All families receiving Tuition Assistance will begin payments on July 15<sup>th</sup> and continue until April 5<sup>th</sup>.

It is our desire to make funds available to as many families as possible. However, funds are limited and awarded based upon need and on the standards set forth by the School Board.

If you have any questions or need assistance concerning the Tuition Assistance application, please contact the school office at (940) 549-2339.

*Disclaimer: Open Door Christian School does not discriminate on the basis of race, color, national or ethnic origin, in educational policies, admissions policies, tuition programs, and other school administered programs.*

## **HISTORY of the Misti Ayers Scholarship Fund (Tuition Assistance)**

Reverend Jimmy McNeil and his wife, Susan, started The Misti Lynn Ayers Scholarship Fund in 1996. The goal of the fund is to provide assistance with monthly tuition for students who would otherwise be unable to attend Open Door Christian School.

Misti Lynn was born in Arlington, Texas on November 2, 1971 and is the daughter of Sid & Vicki Palmour of Graham, TX. Although Misti lived in Texas, Oklahoma, and Germany, she attained her primary education in Graham. Misti was an active member of Oak Street Baptist Church while she lived in Graham. She graduated seventh in her class from Graham High School in 1990 and attended Texas Tech University graduating cum laude with an engineering degree in 1994. Misti was pursuing her Master's Degree and working for the Motorola Cooperation in Austin when she died in an automobile accident on August 4, 1995.

Misti sought always to live for Christ and whatever she did, she worked at it with all her heart, as working for the Lord, not for men (Col. 3:23). Although Misti was only 23 years old when she died, her memory remains alive with this Tuition Assistance fund.

## **OVERVIEW OF TUITION ASSISTANCE**

While the responsibility for financing a child's Christian education lies solely with the child's family, we recognize a Christian education is a major investment and one which often stretches a family's resources. Affording a quality Christian education does take some planning, and most families employ several strategies to keep the costs within reach and finance a child's education to the extent that it is able. Open Door Christian School (ODCS) offers Tuition Assistance for families who are in need of financial assistance.

Tuition Assistance is granted to families who demonstrate financial need under the guidelines of the school. The Misti Ayers Scholarship Fund is designed to bridge the gap between tuition costs and what a family can reasonably contribute toward their child's education.

Tuition Assistance applications must be returned for consideration by the date on page one. All Tuition Assistance will be directly applied to student accounts, no families will receive money in hand.

Families receiving Tuition Assistance are required to give back to the school by volunteering 10 hours (per child receiving Tuition Assistance) of their time to the school. Hours must be completed in preparation for, cleaning up from, or during various fund raisers and/or other activities needed (to be specified by school office). Failure to complete volunteer hours could result in loss of Tuition Assistance.

If a family receives Tuition Assistance, they are responsible to pay in a timely manner the amount of tuition they are responsible to pay. Failure to meet this responsibility will result in Tuition Assistance being discontinued. Students who receive Tuition Assistance must remain in good standing academically, behaviorally, and spiritually in order for the Tuition Assistance to continue. Tuition Assistance is not automatic from year to year and must be applied for each year.

Approved applicants will compose a letter to one of our benefactors during the year. The school office will arrange a schedule and notify you when your letter will be due. Upon completion, return the letter to the school office for disbursement.

Application deadlines are set by the school. Award decisions are made by ODCS at its sole discretion. Admission decisions are made separately from Tuition Assistance decisions.

# TUITION ASSISTANCE APPLICATION 2022-2022

## FAMILY INFORMATION

**Father**/Legal Guardian \_\_\_\_\_

Email \_\_\_\_\_

Mailing Address (w/City, State, Zip) \_\_\_\_\_

Home # \_\_\_\_\_ Work # \_\_\_\_\_ Cell # \_\_\_\_\_

Marital Status:

- Married
- Divorced
- Separated
- Single
- Widower

Are you disabled?  No  Yes If yes, please explain. \_\_\_\_\_

What church do you attend? \_\_\_\_\_

Please list how you are involved in the community/community activities:

\_\_\_\_\_

**Mother**/Legal Guardian \_\_\_\_\_

Email \_\_\_\_\_

Mailing Address (w/City, State, Zip) \_\_\_\_\_

Home # \_\_\_\_\_ Work # \_\_\_\_\_ Cell # \_\_\_\_\_

Marital Status:

- Married
- Divorced
- Separated
- Single
- Widow

Are you disabled?  No  Yes If yes, please explain. \_\_\_\_\_

What church do you attend? \_\_\_\_\_

Please list how you are involved in the community/community activities:

\_\_\_\_\_

**Other Legal Guardian**, if applicable (i.e. step-parent)  N/A

Legal name \_\_\_\_\_

Email \_\_\_\_\_

Mailing Address (w/City, State, Zip) \_\_\_\_\_

Home # \_\_\_\_\_ Work # \_\_\_\_\_ Cell # \_\_\_\_\_

Marital Status:

- Married
- Divorced
- Separated
- Single
- Widow

Are you disabled?  No  Yes If yes, please explain. \_\_\_\_\_

What church do you attend? \_\_\_\_\_

Please list how you are involved in the community/community activities:

\_\_\_\_\_

## **STUDENT INFORMATION**

Open Door Student Information: Please list all children for which you are seeking tuition assistance.

Last Name	First Name	Date of birth	Grade Entering	Student lives with:

Family Information: Please list ALL children in your household.

Last Name	First Name	Date of birth	Grade Entering	Student lives with:

**FAMILY INCOME**

List all sources and amounts of **MONTHLY** income (select N/A where necessary).

**All Lines MUST be completed**

- Father's **GROSS** income \$ \_\_\_\_\_  N/A
- Mothers **GROSS** income ..... \$ \_\_\_\_\_  N/A
- Other legal guardian's income (living with child) \$ \_\_\_\_\_  N/A
- Child Support ..... \$ \_\_\_\_\_  N/A
- Alimony \$ \_\_\_\_\_  N/A
- Grandparent/Family Support ..... \$ \_\_\_\_\_  N/A
- Disability (including VA disability) \$ \_\_\_\_\_  N/A
- Social Security ..... \$ \_\_\_\_\_  N/A
- S.N.A.P. \$ \_\_\_\_\_  N/A
- Rent Income ..... \$ \_\_\_\_\_  N/A
- State Support (i.e. for Foster Child) \$ \_\_\_\_\_  N/A
- Other Income ..... \$ \_\_\_\_\_  N/A
  
- TOTAL** monthly income (all above sources) \$ \_\_\_\_\_

- Do you share housing with a friend or relative?  No  Yes
- If yes, do they help financially? .....  No  Yes Amount \$ \_\_\_\_\_
- Does anybody else in your household contribute to monthly income?  No  Yes Amount \$ \_\_\_\_\_

