WOODLAND COUNTRY DAY SCHOOL

FINANCIAL AID PROGRAM

In order to support students and families committed to the Woodland experience for whom financial aid is a necessary support mechanism *in kindergarten through Grade 8*, the following letter provides information and holds documents, which are requested for review by our *Financial Aid Committee.*

Woodland Country Day School's Financial Aid is composed of hard earned funds donated through the generosity of those who came before us, and for whom Woodland represents an unmatched opportunity for children to grow and thrive. Only through their care and sacrifice is Woodland able to support families who genuinely need Financial Aid. Therefore, Financial Aid is based on a *needs basis*, with an effort to distribute limited funds justly, among students for whom a Woodland education would not otherwise be possible. Students who receive financial aid must be in good academic standing and demonstrate good citizenship. All financial aid is determined by the *Financial Aid Committee of the Board of Trustees* and the Headmaster, and will be reviewed each year.

All families seeking financial aid should let the school know by the posted deadlines. In order for the school to support needs justly, all families must complete the Parents' Financial Statement of FAST on a *yearly basis*. Awards are decided in the spring for the upcoming academic year. *Please initial here you have read this page:* _____

Questions dealing with Financial Aid or any aspect of the admissions process should be directed to Juan Nagore, Interim Head of School, Woodland Country Day School.

Woodland Country Day School Financial Guidelines

The Board of Trustees has adopted the following policy of funding most of the school's annual operating expenses with tuition dollars. This decision means that tuition controls, in large part, the quality of the education Woodland Country Day School is able to offer. While recognizing some sacrifice is appropriate for something as crucial as children's education, the Board acknowledges that financial assistance will be necessary to build and maintain the sort of student body Woodland Country Day School aspires to have. Consequently, since the beginning of the school in 1959, funds have been devoted to tuition assistance.

In order for us to allocate our resources wisely and justly, we have enlisted the help of Independent School Management's FAST (Financial Aid for School Tuition) program. ISM's FAST helps to evaluate whether financial assistance will be given, and how much to give. FAST is a need-based financial aid analysis service. FAST provides the school with a report, which includes a recommendation of what a family should reasonably contribute toward tuition. All information from FAST is kept confidential. It is imperative that applicants keep their application, and its results confidential as well.

Applicants who ignore this requirement will forfeit their aid. Applications are reviewed by the confidential Financial Aid Committee and the committee recommends to the Head of School allocation of financial aid resources for the next year. Upon approval by the Head of School, financial aid offers are sent to families.

While no financial aid procedure can be entirely equitable– there are simply too many individual factors and extenuating circumstances– the process which has been established will serve Woodland Country Day School well. Please read the enclosed Principles of Good Practice for Financial Aid, published by the National Association of Independent Schools, as they have implications for both the school and parents. Woodland Country Day School intends to be guided by these principles to the extent that resources and conditions permit.

Woodland Country Day School Financial Aid Deadlines

The deadlines for applying for financial aid for the 2024 - 2025 school year are as follows:

April 30th - Current Woodland families in *kindergarten through eighth grade* for re-enrolling students

July 30th - New applicants in *kindergarten through eighth grade*

Once these deadlines have passed, families can still apply for aid, with the understanding that aid offers will be awarded only if unallocated funds remain.

Woodland Country Day School Financial Aid Procedures

The financial aid process is outlined below.

Procedures For Parents:

1. Parents asked to access the F.A.S.T. Program website specifically for Woodland applicants. Access to the FAST website can be made through our website at wcdsnj.org. Once there, click on Affordability, then scroll down below our current tuition rates to find the button below which can be clicked on to open the Financial Aid page.

Once at FAST click on the "Start Application" at the bottom of the first page. All your financial information should be entered directly through the secure server. Space is also provided to fill out additional information which may be pertinent to your application. In addition, a copy of your most recent tax return should be mailed directly to FAST at 2207 Concord Pike #417 Wilmington, DE 19803. You may also upload your tax returns to the FAST site instead of mailing your documents.

2. There will be a fee of $45.00 required to process this application. The fee covers all of the children in the family. Once completed, the application will be available immediately for the Financial Aid Committee's review. You may be contacted by the Head of School if additional information is needed.

3. Parents must also complete the enclosed Financial Aid Cover Sheet, which is to be returned directly to Mr. Nagore's attention as soon as possible. This will open your family's financial aid file on our end of the process. This sheet must be returned to Woodland or we will not have any knowledge of your intent to apply and your application will not be processed.

Procedures for Woodland Country Day School:

1. Once the application is entered the Financial Aid Committee can access your application based on FAST's recommendations.

2. The Woodland Country Day School's Financial Aid Committee then meets to review each family's completed online application. The Board of Trustees allocates a certain amount of total aid to the committee and gives guidelines about how this should be divided between returning and new families.

3. The Financial Aid Committee recommends to the Head of School allocation of financial aid resources for the next year. Offers are then sent to families.

It is Woodland's desire to extend financial aid offers before families are required to sign and secure contracts, whether re-enrollment contracts or new contracts. Unfortunately, this is not always possible. The most frequent cause of such delays is late applications for financial aid. Families may contact Mr. Nagore to request extensions, but these cannot always be granted, as next year's allocated funds are often exhausted before the end of the current school year.

Questions dealing with Financial Aid or any aspect of the admissions process should be directed to Juan Nagore, Interim Head of School, Woodland Country Day School.

FOR 2024-2025

FINANCIAL AID

INFORMATION COVER SHEET

***TO BE RETURNED TO: ATTENTION MR. NAGORE *NOT* TO F.A.S.T**

Applications will not be processed on Woodland's end without the completion of the following form

1. Student Application(s) _____ Entering Grade _____

_____ Entering Grade _____

_____ Entering Grade _____

_____ Entering Grade _____

2.

	Father / male guardian		Mother / female guardian
Name	_____	Name	_____
Address	_____	Address	_____
Occupation	_____	Occupation	_____
Employed by	_____	Employed by	_____

3. Are you responsible for paying the tuition for your child?

Yes No If not, who specifically assumes this responsibility?_____

4. Please state your present gross salary: Father $_____ Mother $_____

May we have permission to verify that figure? Yes / No

5. Are there other sources of income that may be available for tuition such as grandparents or other relatives, a trust, child support, or savings?_____

6. Are there other students in your family that attend other schools in grades K - 12? Yes / No

If so, what schools do they attend? _____

_____

7. How much did your family spend on vacations last year? _____

8. Total monthly costs you pay for household help including nanny, gardener, pool services, housekeeper, driver, etc.

a. If yes, please list and include expenses for each.

_____

_____

_____

9. Have you made any renovations to your home in the last two years?

If yes, please indicate what was done, when, and cost.

_____

_____

10. Are you or any other adults in your household currently enrolled in a school or college?

If yes, what is the annual cost? What degree are they pursuing?

_____

_____

11. Do you receive any other financial assistance and/or income not included in your annual income?

If so, please specify. If not applicable, enter N/A.

_____

_____

12. Do you agree that all financial aid awards must be kept confidential between you / your family and Woodland Country Day School? Yes No

13. Do you understand that if matters of financial aid are not kept confidential by you / your family that your award can be forfeited and or rescinded? Yes No

Both Parents' Signature Required

Father / Guardian_____Date_____

Mother / Guardian_____Date_____

PLEASE BE ASSURED THAT THIS INFORMATION IS HELD IN STRICTEST CONFIDENCE. PLEASE DO NOT DISCUSS YOUR APPLICATION OR FINANCIAL AID STATUS WITH ANY MEMBER OF OUR STAFF EXCEPT MRS. FINK, BUSINESS ADMINISTRATOR OR MR. NAGORE, INTERIM HEAD OF SCHOOL.

Juan Nagore

Interim Head of School

For the Financial Aid Committee

*Please seal papers in an envelope addressed to the Head of School