



Financial Aid Process:

This year we will utilize the online service of Financial Aid for School Tuition (FAST) to process applications. FAST will be the standard submission format for all applications.

FAST does not decide whether financial assistance will be given or how much to give; rather FAST provides a need-based financial aid analysis service which includes a recommendation of what a family should reasonably contribute toward tuition. All information from FAST is kept confidential. Results are reviewed by the Financial Aid Committee who makes recommendations to the Headmaster based on next year's budget. Upon approval by the Headmaster, financial aid offers are then sent to families.

As a reminder, you must reapply each year. To start the process, please do the following:

- Log onto the school website at www.mitchellroadchristian.org
- Click on **Admissions**
- Click on **Tuition Schedule**
- Click on the **FAST logo**

The application process is self-guided. You may navigate in and out of the program allowing you to partially complete an application and go back to it at another time. Online email and a 24/7 helpline is provided. **Please do not call the school with questions.**

The charge for the application is \$34.00 and is paid by credit card at the end of the session.

After completing the online application, you will be required to mail your 2010 tax returns for both state and federal taxes with all schedules and W-2's within two weeks of completing the online application to:

FAST Processing
ISM
1316 North Union Street
Wilmington, DE 19806-2594

Including the School's name on the outside of the envelope will ensure faster processing of your application.

The online submission deadline for all applications is May 2, 2011. Please allow yourself enough time to make a tax appointment early in order to get your tax return completed by this deadline.

The goal is to have an award determination made by May 16, 2011. While no financial aid procedure can be entirely equitable – there are simply too many individual factors and extenuating circumstances – this new process that has been selected should serve the Mitchell Road Christian Academy families well. Again with FAST, your financial data is secure and confidential.