



Application Procedure for 2015/2016 Tuition Assistance through Lutheran Association for Special Education (LASE).

Scholarships do not renew automatically. Families seeking assistance with the cost of tuition through the LASE scholarship program must apply for funding each year, as available funding varies from year-to-year based on fundraising success, and the number of students qualifying for assistance varies each year.

To apply for assistance, families submit an online application. Please go to the Lutheran High School St. Charles website at www.lutheranhighstcharles.com and click on Admissions and then Financial Aid. You can log onto the FACTS website from the Financial Aid page on the Lutheran High website. In addition to completing the application and paying the application fee, families must provide 2014 federal income tax documents to substantiate financial need.

Applications which are submitted online no later than April 1, 2015 and which have been verified through a review process by the online application provider (FACTS Tuition Aid Assessment) as “complete” by April 15, 2015, will be eligible for funding consideration. A “complete” application is one which has undergone a review process by FACTS that substantiates financial information provided by the family in the online application process with the income documentation the family submits after the application is submitted. Families will be notified by LASE of the award determination in late May 2015. All applications received after this date will be considered on a case by case basis if funds remain.

Application Procedure:

- 1. All applications will be submitted ONLINE. Please go to www.lutheranhighstcharles.com, click on Admissions, click on Financial Aid and click on the link to the online FACTS registration.**
- 2. To apply for consideration, each applicant is required to pay a \$30 fee per family. For more details on the application process, see the [attached flyer](#).**
- 3. Once your online application has been submitted, remember to immediately submit the required income documentation (2014 W-2's and 2014 federal income tax form) to FACTS following the instructions on the final application screen. Income documents may be uploaded, faxed, or sent through US mail.**
- 4. Only those applications that are submitted online by midnight April 1, 2015 and are verified as “complete” by FACTS by April 15th are eligible to receive consideration for the May 2015 awards.**
- 5. Upon completion of application review and award determinations by the Scholarship Awards Committees, families will be notified by LASE in late May 2015 about their scholarship awards.**