

The Learning Tree Scholarship Program

Families needing assistance can apply for a one-year scholarship from The Learning Tree. Each family must re-apply for aid each year.

Applications are reviewed by the Scholarship Committee. Aid is dependent upon need and funds available. Consideration will be given to exceptional expenses, as well as to household income and family size.

The Scholarship Program is funded entirely by parent fundraising and by donations.

*We ask that you apply **first** for local city (DHHS) or state (DSHS) subsidy **before** applying for The Learning Tree Scholarship Program.* Families who qualify for state or city funding through DSHS or DHHS respectively are asked to use such funding *instead of* applying for a Learning Tree Scholarship. You may apply for state subsidy by logging onto www.dshs.wa.gov or for the City Subsidy Program by calling (206) 386-1050.

IF your family's income level exceed the limit allowed by the city or state subsidy programs, please take the time to fill out the attached scholarship application form and return it to Sarah Luna with a copy of your most recent tax return.

Scholarship applications are due for current/returning families by the application deadline

The Learning Tree does not discriminate by race, sex, creed or national origin in either admission or hiring policies.

Learning Tree Scholarship Application

Name _____ Date _____

1. Number of persons in household: Adults _____ Children _____
2. Annual household income (all sources before taxes and other deductions): _____
3. Assets _____
4. Briefly describe reason for scholarship request (such as exceptional expenses which cause financial hardship, family illness, debt, school expenses .

5. Age of child(ren) to be receiving care. _____
6. What do you expect to be able to pay per month for tuition? _____
7. Monthly scholarship assistance requested for this scholarship period (12 month school year) _____
8. Have you received scholarship assistance at the Learning Tree before?
yes _____ no _____ If so, how much? \$ _____ For what period of time? From: _____ to _____
(date) (date)
9. Do you anticipate a change in your need for financial assistance after this scholarship period? Please explain.

10. Other relevant information or comments

IMPORTANT: PLEASE SUBMIT A COPY OF YOUR MOST RECENT TAX RETURN

All information will be kept confidential.

RECOMMENDATION FOR SCHOLARSHIP SUPPORT

Recommended support :

Dir. Tuition reduction \$ _____ for _____ months.

Deferred Loan \$ _____ for _____ months.

Visa/Mastercard \$ _____

Other _____

Signature of Director _____

Date Committee Reviewed _____

Family Support Fund Guidelines

The application process is:

Fill out the Scholarship Request Form and turn it in to one of the Directors with an explanation of your current situation. The Scholarship Committee will review your application and respond within one week.

Criteria:

1. Funds are given out as available from the annual scholarship budget or designated fundraising income.
2. In the event of a family with more than one household, the parent requesting assistance needs to describe the current status of support or court mandated payment agreements. Both parents must sign individual tuition contracts for the amount owed prior to receiving scholarship assistance.

Families with outstanding balances who request assistance must sign and date a written Payment Plan outlining how the balance of the debt will be paid in full; the Payment Plan must accompany this application. If there is non payment of court ordered support monies the information to be included is:

- a) Court cases pending and the date of scheduled hearings.
 - b) Status of actions taken to garnish wages in the case of nonpayment of court ordered support monies.
3. Are there any other steps being taken to augment the applicant's income through third party payment, such as the following:
 - a) DHHS (City Block grant funding) or DSHS (State funding);
 - b) Short term emergency subsidy programs:

St. Vincent de Paul, 623-1695	Catholic Community Services, 323-6336
Salvation Army, 325-8108	Lutheran Social Services, 624-2959

(The Learning Tree office has the book, Where To Turn, published yearly by Crisis Clinic. It lists all of the Social Service agencies in King County. We encourage you to use this valuable resource before submitting a Scholarship application.)
 - c) Other agencies including: W.A.S.T. Women in Need; JOBS; C.A.M.P.; Neighborhood Associations.
 - d) Scholarship aide may include:
 - a) Direct account balance credits
 - b) Deferred, no interest, (or minimal interest), loans in conjunction with signed and dated Payment Plans.
 - c) Acceptance of VISA or Mastercharge payments for all or part of the balance owed (these payments represent a 3% revenue loss for the Learning Tree and that amount will constitute part of the scholarship financial package.