



# St. Edmund's Academy

## 2010-2011 Financial Aid Applications

### Information for Families

Thank you for your interest in St. Edmund's Academy for the 2010-11 school year. You may begin to apply for financial aid starting on November 1, 2009, as described below. To be eligible for consideration for financial aid at St. Edmund's Academy, you must complete your application by January 31, 2010, for all currently enrolled and returning families. The deadline is February 28, 2010, for new families interested in financial aid. We will communicate decisions about financial aid as enrollment contracts are awarded to students.

St. Edmund's Academy uses School and Student Services (SSS) to process financial aid applications. SSS is a service of the National Association of Independent Schools. Based on the financial information you provide, SSS gives St. Edmund's Academy an estimated amount your family can contribute to educational expenses. This helps us make fair and objective financial aid decisions. To begin your financial aid application for the 2010-2011 school year, follow these steps below.

#### A New Look at [sss.nais.org](http://sss.nais.org)

Families who have applied for financial aid in the past will see that this website looks different. It uses the same methodology and will require the same information. But we think you will find the interface and on-screen help more user-friendly:

- Clear, step by step instructions
- Ability to begin a PFS and complete it at a later date
- Ability for you to track the receipt of documents you submitted
- Online help to ensure successful submission

#### IF YOU SUBMIT YOUR APPLICATION ONLINE

1. Starting as early as November 1, 2009, go to [sss.nais.org](http://sss.nais.org).
2. Click on the prompt to begin your Parents' Financial Statement (PFS). You only have to complete one PFS even if you have several children applying to our school.
3. You will be given a password that will allow you to return to your PFS at a later date before submitting it.
4. You will be given instructions about submitting required backup documents by mail. Your documents will be handled with the utmost level of security. To read more about SSS's document security, go to [sss.nais.org](http://sss.nais.org). If you prefer, your required documents can be mailed directly to the St. Edmund's Academy Business Office – Attn: Diana McAllister.
5. Mail the required documents to: SSS by NAIS, Application Processing Center, P.O. Box 449, Randolph, MA 02368-0449. (For overnight mail, use this address: SSS by NAIS, Application Processing Center, 437 Turnpike Street, Canton, MA 02021.)

**Note: If you apply for financial aid online, your information will be delivered more quickly to our school, allowing us to make a faster decision about your eligibility for financial aid.**

## **IF YOU SUBMIT YOUR APPLICATION BY MAIL**

1. If you don't already have a printed paper copy of the Parents' Financial Statement (PFS), call the St. Edmund's Academy Business Office at (412)521-1907 x113 or Lucy King in Admissions at (412)521-1907 x121.
2. Complete the PFS and return it and all required backup documents to: SSS by NAIS, Application Processing Center, P.O. Box 449, Randolph, MA 02368-0449 USA. (For overnight mail, use this address: SSS by NAIS, Application Processing Center, 437 Turnpike Street, Canton, MA 02021.)

**For questions on your application or for online help call (800) 344-8328 (Mon - Fri: 9am - 8pm EST. Sat: 9am - 4pm EST)**