



The Crowden School Financial Aid Applications

INFO FOR FAMILIES APPLYING FOR AID FOR 2012-13

The Crowden School uses School and Student Services (SSS), an online process, for financial aid applications.

DEADLINES: To be eligible for consideration for financial aid, you must complete and submit the financial aid application (Parents' Financial Statement and required financial documents) by the following due dates:

- **Returning Families: January 27, 2012** **Decisions mailed February 27, 2012.**
- **New Families: February 3, 2012** **Decisions mailed March 8, 2012.**

Incomplete financial aid applications will not be considered.

To complete the Parents' Financial Statement (PFS) online*:

1. Visit sss.nais.org/parents.
2. Click on the "Apply Now" button.
3. You will set up a Parents' Financial Statement (PFS) online account using your e-mail address and a password, which will allow you to return to work on your PFS again before submitting it. *Returning parents: If you completed an online PFS application last year, use your e-mail address and existing password. If you have forgotten your password, click on "Forgot my password."*
4. Submit and pay for the PFS (\$35). This fee is nonrefundable.
5. Print out the Required Documents Cover Sheet to use when sending in the additional documents we require.

Your submission confirmation page will link to a Required Documents Cover Sheet that is pre-populated with your information. Or to access your cover sheet any time, log into PFS Online and click on "Print Cover Sheet."

***Please note that The Crowden School no longer distributes paper versions of the PFS. All submissions must be completed online.**

Additional financial documents required to complete your application:

You must submit the following documents to SSS in addition to your completed Parents' Financial Statement:

- 2010 1040 Federal income tax return and W-2/1099 forms**
- 2011 1040 Federal return with attachments/schedules and W-2/1099 forms, as soon as available**

Whom to contact:

- For questions concerning your online application, please contact **SSS online technical assistance Customer Service (800) 344-8328 (M-F: 9am-8pm EST. Sat: 9am-4pm EST)**
- For questions about documents required by The Crowden School, please contact our accounting department, (510) 559-6910, Ext. 110 or accounting@crowden.org

SSS must receive financial documents by January 27, 2012 for returning families and February 3, 2012 for new families.