



# PARMA HEIGHTS CHRISTIAN ACADEMY

Preparing Children for God's Service

Dear PHCA Family,

FACTS Grant & Aid Assessment will again be conducting the financial need analysis for Parma Heights Christian Academy for the upcoming school year. Families applying for financial aid will need to complete an application and submit the necessary supporting documentation to FACTS Grant & Aid Assessment by April 15, 2021. **The application fee is \$35, paid to FACTS when you submit your application.** You can apply online by clicking the FACTS link at [www.phcawarriors.com](http://www.phcawarriors.com) or through as part of the enrollment process in FACTS Parent Portal. Once an online application has been completed, the following information will need to be sent to FACTS to complete the application process:

- Copies of your most recent Federal tax forms including all supporting tax schedules.
- Copies of your most recent W-2 forms for both you and your spouse.
- Copies of supporting documentation for Social Security Income, Welfare, Child Support, Food Stamps, Workers' Compensation, and TANF.

All supporting documentation must be uploaded online in a pdf or jpg vertical format.

Please note the following procedures regarding tuition assistance at PHCA:

1. If you apply for assistance after April 15 and/or submit ALL supporting documents to FACTS after April 30, there will be a reduction of at least 10% of the recommended assistance.
2. Whether or not you received any assistance in the past, you are required to apply through FACTS now in order to receive a reduction in your tuition for the upcoming school year.
3. If you are granted assistance, you will be asked to volunteer with/at PHCA a minimum of 20 hours during the school year.
4. If an academic probation, disciplinary probation or other disqualifying event should occur, tuition assistance awarded will be reviewed for any necessary adjustments.

FACTS Grant & Aid Assessment will review your application and supporting documents and make a recommendation. **The recommendation from FACTS will then be reviewed by the School Board, and you will be notified by the Academy in a letter of any assistance awarded. You must FORMALLY ACCEPT assistance in order for it to be applied to your tuition for the upcoming school year. This is done by signing and returning the offer letter.**

If you have questions or concerns about the application process, you may speak with a FACTS Customer Care Representative at 866.441.4637. If you have any questions about PHCA's process, contact Terri Jacobs at the Academy office at 440.845.8668.

Serving Christ in Education,

PHCA School Board

8971 W. Ridgewood Dr.

Parma Heights, OH 44130

440.845.8668 ph

440.886.5748 fx

[office@phcawarriors.com](mailto:office@phcawarriors.com)

[www.phcawarriors.com](http://www.phcawarriors.com)