
Applying for Variable Tuition at Seven Acres Montessori for the 2022-2023 Academic Year

Seven Acres Montessori School partners with School and Student Services (SSS) in our variable tuition process. To begin your application, you will complete SSS's Parents' Financial Statement (PFS) online then submit the required documents for our school, indicated below.

The PFS is a comprehensive application that will take some time to complete. Give yourself the time you need by not waiting until our deadline approaches. You'll need your most recent tax return before beginning the PFS. We also recommend reviewing SSS resources to help families with the variable tuition process. They are found at <http://www.solutionsbysss.com/>.

We will communicate our variable tuition decision to you. To make our decision, we use the information from the PFS as a starting point and consider our school policies, practices and available budget.

How to complete the Parents' Financial Statement (PFS) online

- **Beginning September 1, 2021**, go to the SSS Family Portal at <https://sssandtadsfa.force.com/familyportal>.
- Create your Family Portal account with your email address and a password. If you applied for variable tuition last year, log into the Family Portal as a Returning Family, using your same email address and password.
- **Complete the PFS for Academic Year 2022-2023.** You can log out at any time and return later to finish it.
- **When all PFS sections are complete with green checks, the Submit & Pay button activates.** Follow prompts to the payment screen. The \$55 fee is nonrefundable. Once your PFS is submitted, it cannot be withdrawn from the SSS system and you will need to upload required documents by their deadlines as a part of your application process.

If you have questions as you complete the PFS, contact SSS customer service at (800) 344-8328 or sss@solutionsbysss.com.

Here's key information you need to know about our school as you complete the 2022-23 PFS:

Our school's full name: **Seven Acres Montessori** Our school's SSS code: **2633**

Contact information for our financial aid office: Lois Amador 203-834-0440 LoisA@SevenAcresMontessori.org

Due date for completing the PFS: Families Currently on Variable Tuition – December 31, 2021
 Families Applying for the First Time – January 31, 2022

Due date for submitting additional documents (see below): Documents are due with Application except 2021 Tax forms which are due on or before June 30, 2022. If your 2021 tax return is not available by June 30, 2022, please contact us with an estimate of the date for availability.

Documents we require you to submit, in addition to the PFS: 2020 1040, 1040A or 1040EZ 2021 1040, 1040A or 1040EZ
 Schedule B,C and D SSS Business/Farm Statement

Applications will be accepted for consideration after these due dates and Variable Tuition awards will be contingent on the availability of funds.



Tips for completing your Variable Tuition Application

Complete only one PFS per household

You can apply for aid to any number of schools for any number of children using just one PFS for the same flat fee. Know your deadlines for submission.

Use your legal name

Make sure your name on your Parents' Financial Statement (PFS) appears exactly the way your name appears on your tax documents.

Enter whole numbers

When entering numbers, do not enter decimals or cents — simply round to the nearest whole number. All monetary values must be in US dollars.

Separate salary from profit

If you are a business or farm owner, you will be asked about your salary in the Family Income section. Enter only the amount you actually draw as salary as reported on your W2. You will provide information about profit/loss elsewhere in the PFS.

Estimate your taxes

We realize most tax forms are not available until late January. If you don't have your current year's taxes available, it's okay to estimate your answers based on your prior year's tax return.

Upload or mail your required documents

You're strongly encouraged to upload tax documents via the Family Portal. If you prefer to submit documents by mail, you must print your Cover Sheet from the family portal and send it with your documents to the address provided at least 10 days before your school's deadline.

Tell your story

Offer explanations when requested, so your story or situation is clear and understandable to those reviewing your application.

Calculate debt and unusual expenses

When asked to report your credit card debt, enter your total outstanding balances and use the Notes section to specify the types of purchases you used these cards for. When asked to total your "unusual expenses," you'll find a list of the types of expenses you should and should not include.

Be honest

Take time to carefully consider how much you think you can pay towards tuition on your own. Make a budget of income and expenses to see how much you can include for school costs.