

Q: When can I apply for The Scholarship Fund for Inner-City Children (SFIC) tuition assistance?

- The applications for the 2022-2023 school year will be available on the www.sficnj.org website **PARENT PORTAL** beginning February 1, 2022. The application may only be filled out and submitted on-line and will be considered complete once **ALL REQUIRED DOCUMENTS** are submitted. Any applications received without the proper financial documentation by the **April 30-2022 deadline date** will not be considered.

Q: How can I apply?

- **RETURNING FAMILIES** who are currently receiving tuition assistance (or have previously applied in 2021) will receive an email with instructions on how to re-apply with a special link to access the on line application. Returning families **MUST USE THE EMAIL WITH THE UNIQUE APPLICATION LINK FOR YOUR FAMILY. Do not re-apply through the NEW APPLICANT link.** This will create a duplicate record in our system and the processing of the application will be delayed.
- **NEW APPLICANTS** who are applying for the very first time should visit the **PARENT PORTAL** on our website at www.sficnj.org and create an account as a new family. When creating your account be aware that SFIC does not have access to your password so be diligent and save the information where you can readily gain access to it. You will be using this annually when you re-apply.

Q: What is needed with my application?

- All applications must include the following REQUIRED DOCUMENTS (**we cannot accept any financial forms/taxes from prior years or tax transcripts**) a copy of signed 2021 Federal 1040 form and all 2021 W-2 forms (and Schedule C/Schedule 1 if business/other income is reported on the Federal 1040 form) for all family members included as part of your household on the application. A \$30 non-refundable fee payable to SFIC is required. The Federal 1040 form must include the name(s) of each child for whom you are requesting assistance. If appropriate, you should also include copies of Unemployment, Child Support, Public Assistance, and Social Security benefits.
- All applicants must provide a valid email address.

Q: What should I do if my current financial situation is different from my income reported on my 2021 Federal 1040 form?

- Please fill out the appropriate section on the on-line application explaining any change in employment or compensation status. You must ***submit documentation that supports your letter.***

Q: What should I do if I/we did not file in 2021 Federal IRS Tax return (extensions to file past our application cannot be accepted)?

- Please submit a letter detailing your total household income for the period of January 1, 2021 to December 31, 2021. You must include official documentation that supports your household income (4 paystubs, letter from your employer on company letterhead, etc). You must also submit documentation that the applicant is the legal guardian of the students you are requesting aid for and the reason you have not filed.

Q: Who is eligible to apply for the SFIC tuition assistance award?

- Parents/Guardians of students in grades K-12 from low income families currently or planning to enroll in a private/parochial school located within the Archdiocese of Newark district (Bergen, Essex, Hudson, and Union counties) are eligible to apply. **We do not offer tuition assistance for any Pre-K or after school programs.** Only the schools listed on our online application can be considered.

Q: Once my on-line application is submitted, can I call the SFIC office to inquire about the status of my application?

- **No.** All applications submitted will remain under review until final determinations are made in JUNE 2022. SFIC will not provide any other information before a finalized award decision has been announced. All correspondence regarding your application will be emailed to you by JULY 2022.

Q: Will you notify me if my on-line application is incomplete or missing information?

- **Yes.** SFIC will email you, up until April 30, 2022, if you are missing any required documentation. Any information received after April 30, 2022 will be past the deadline and will not be eligible for consideration.

Q: If my family is awarded, how is the payment made?

- If your family has been awarded, **payments will be made directly to your child(ren's) respective school in the form of two installments: 50% of the award will be paid in January for the first half of the school year and the remaining 50% will be paid in June for the second half of the school year.** Your tuition must be up to date to continue receiving tuition assistance!

Q: If my child is currently receiving an award for SFIC do I have to reapply for the following school year(s)?

- **Yes.** Families must requalify and submit an application annually for the SFIC tuition assistance, regardless of whether they are currently receiving or have been past recipients of an award. Families must also supply the most current financial documentation with their application every year. If you applied within the last year (whether you received an award or not) you will receive an email with a special link for you to access the application. Please check with our office at 973 497-4283 to make sure the email on file is the correct one. Do not use the link on the website for new applicants as it will delay the process.

Q: What are the requirements needed to be considered for your tuition assistance?

- Eligibility is based upon the total family household size and income. Your child must be enrolled or planning to attend a private/parochial school in the Archdiocese of Newark in grades K to 12 and you must meet the financial requirements established by SFIC.

Q: Do I have to be living in the same town as the school my child attends to be eligible to apply?

- **No.** You do not have to live in the same town as the school but a school within the Archdiocese of Newark District (Bergen, Essex, Hudson and Union counties) must be listed on our application to be considered.

Q: Can I receive more than one tuition assistance award from SFIC for my child?

- **No.** Only one tuition assistance award per student is permitted.