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Office of Catholic Schools

**Diocese of Scranton Scholarship Foundation  
FACTS GRANT & AID Financial Aid Application  
List of Frequently Asked Questions**

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**1. What is FACTS?**

FACTS is a third party service that handles all aspects of tuition management and the financial aid application and verification process.

**2. How do I fill out the FACTS Grant & Aid application?**

The FACTS Grant & Aid applications can be found at:

<http://www.dioceseofscranton.org/catholicschools/apply-for-tuition-assistance/>

**3. When is the application due?**

Applications are due April 15, 2017.

**4. What are the EITC and OSTC programs?**

The EITC program is the Educational Improvement Tax Credit program. The OSTC program is the Opportunity Scholarship Tax Credit program. Both programs are offered by the Department of Community and Economic Development and the state of Pennsylvania.

They allow local businesses to apply to receive a tax credit for donations made to organizations such as the *Diocese of Scranton Scholarship Foundation* for tuition assistance. More information on both programs can be found on our website at:

<http://www.dioceseofscranton.org/catholicschools/apply-for-tuition-assistance/>

**5. How do I know if I qualify for tuition assistance through the EITC and the OSTC program?**

An eligible student is a school age student, including an eligible student with a disability, who is a resident of Pennsylvania, who is enrolled in a school located in the Diocese of Scranton and who is a member of a household with an annual household income of not more than \$76,350 except that an additional income allowance of \$15,270 is permitted for the student and for each other dependent (as defined by the IRS) living within the same household. If you live within the boundaries of an underperforming school as determined by the Department of Education, you may also be eligible to receive financial assistance through the OSTC program. FACTS will determine your eligibility based on the information submitted in the FACTS Grant & Aid application.

**6. Is there more than one application for the EITC and OSTC program?**

No. The *Diocese of Scranton Scholarship Foundation* only has ONE financial aid application, the FACTS Grant & Aid application, which covers tuition assistance from the EITC and OSTC program.

Catholic Schools

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**7. How is the Diocese of Scranton Scholarship Foundation funded?**

There are three funding sources which the *Diocese of Scranton Scholarship Foundation* utilizes in offering tuition assistance to families:

- i. The EITC and OSTC programs are funded by local businesses that make a donation to the *Diocese of Scranton Scholarship Foundation* through a tax credit program offered by the state of Pennsylvania.
- ii. The *Academic Angel* program allows individuals to donate directly to the Scholarship Foundation.
- iii. The *Bishop J. Carroll McCormick Endowment Fund* is a diocesan fund specifically for catholic school tuition assistance.

The *Diocese of Scranton Scholarship Foundation* utilizes the FACTS Grant & Aid application in offering tuition assistance through these programs.

**8. Who do I call or email if I have questions on filling out the application?**

Questions regarding the FACTS Grant & Aid application should be directed to 866-441-4637.

**9. What happens if I apply after April 15<sup>th</sup>?**

Applications are accepted after April 15<sup>th</sup>, but if you are submitting an application after this date or your application is incomplete, please be aware if eligible for tuition assistance, you may receive a reduced award or no award, as the amount of tuition assistance available is limited.

**10. What do I need to do if I submit an incomplete application?**

FACTS Grant & Aid will contact you via email and phone to let you know what items are missing. You can also log onto the FACTS Grant & Aid website to see what items are missing in your application.

**11. What do I do if something happens and I need to notify FACTS Grant & Aid of a life status change, job situation change, and/or other change that impacts the financial information submitted?**

Please call FACTS at 866-441-4637 to discuss changes to your application and ask them what forms you may need to submit to clarify these changes. These types of changes may affect the amount of tuition assistance you receive.

**12. When will I be notified of my award?**

If your application is submitted and complete by April 15, 2017, you will receive your award letter the first week of July.

**13. Are there any other opportunities to apply for tuition assistance?**

Please call your school Principal to inquire if additional tuition assistance is available. If available, you may need to complete applications in addition to the FACTS Grant & Aid application.

#### **14. Further questions?**

Please contact Lindsay Doherty, EITC/OSTC Coordinator, at (570) 330-0778  
For specific schools, please contact the Catholic Schools' Business Office:

- Alicia Busch (570) 558-4344
  - Holy Cross High School
  - Holy Redeemer High School
  - Good Shepherd Academy
- Tara Adams (570) 558-4343
  - Notre Dame Elementary School
  - Notre Dame High School
  - Msgr. McHugh Elementary School
  - St. John Neumann Junior/Senior High School
  - St. John Neumann Elementary School
- Katie Henry (570) 558-4341
  - Holy Rosary School
  - Epiphany Elementary School
  - St. Agnes Elementary School
  - Wyoming Area Catholic
  - St. Clare/St. Paul School
  - All Saints Academy
  - Holy Family Academy
- Jean Scorey (570) 558-4342
  - Our Lady of Peace School
  - LaSalle Academy
  - St. Nicholas/St. Mary's Elementary School
  - St. Mary's Mt. Carmel School
  - St. Jude's Elementary School