



**ISD 834 – Stillwater Area Public Schools
Community Education – Youth Programs**

Telephone: 651-351-8300 Fax: 651-351-8401

FINANCIAL ASSISTANCE APPLICATION COVER SHEET

Community Education is dedicated to providing learning opportunities for people of all ages. Individuals or families who meet eligibility guidelines may qualify for fee reductions on certain Community Education classes and programs. However, a limited amount of financial assistance is available. Financial assistance will be approved as a specific dollar amount or percentage reduction of class/program fee – not to exceed \$40 per class or \$100 per student per school year. A school year is defined as the summer class season through the end of the next school year.

GUIDELINES:

1. Financial assistance may be requested for certain Youth Classes/Programs within the following areas:
 *After-School Classes *Summer Enrichment Programs *Youth Aquatics Lessons
 *Youth Development Activities *Athletic Camps & Clinics

Opportunities which are currently **NOT** available for financial assistance include:

- ✓ Drivers Education ACT/SAT/PSAT Prep Classes

Opportunities which have separate funds available (and must be contacted directly) for financial assistance include: • Camp Invention – 1.800.968.4332 • Skyhawks Sports Programs – 1.800.804.3509

PROCEDURE FOR APPLYING FOR FINANCIAL ASSISTANCE:

1. Complete the **Application for Financial Assistance Form** (see attached).
2. Return the Application for Financial Assistance Form, along with the **Community Education Class/Program Registration Form and payment for 50% of total class fees or the class fee minus \$40, whichever is greater.**
3. Upon receipt, Community Education staff will review the application and notify you within five business days.
4. All information submitted will be kept strictly confidential.
5. Community Education staff reserve the right to verify all information contained on the application form, in order to approve financial assistance requests.

NOTE: REGISTRATION FOR COMMUNITY EDUCATION CLASSES WILL **NOT** BE PROCESSED WITHOUT PAYMENT. Payment for 50% of total class fee(s) or the class fee minus \$40, whichever is greater **MUST BE INCLUDED** along with your registration form to “hold a space” in class. Any remaining fees, based on qualification level, must be submitted before the start of class.

If you need further financial assistance, Youth Advantage is a local non-profit organization that provides eligible young people access to activities through financial need based scholarships. You can contact them at www.youthadvantage.org or by calling 651-342-1266 for a scholarship application or further information.

POLICY:

- A. Financial assistance will be granted based upon:
 - Annual Household Income and the availability of funds for each class/program being requested.
- B. Financial assistance is granted in the form of a “reduction” of the class/program fee. Fee reduction amounts DO vary by class/program.
- C. Efforts will be made to distribute financial assistance between as many individuals as possible. If you know of any individual, business or other who may want to contribute to these financial assistance funds, please contact Community Education at 651-351-8300.

The Community Education Youth Programs Financial Assistance policy is reviewed periodically. If you have any questions or suggestions, please contact the Youth Enrichment/Development Coordinator at 651-351-8348.



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Community Education – Youth Programs**

For Office Use Only:
 Date Rcv'd _____
 Reg. Form _____
 Season _____
 Amt Reduced _____
 Coord. Initials _____

**APPLICATION FOR
FINANCIAL ASSISTANCE**

FINANCIAL ASSISTANCE GUIDELINES: Individuals or families who meet eligibility guidelines *may* qualify for fee reductions on certain Community Education classes and programs. Financial assistance will be approved as a specific dollar amount or percentage reduction of class/program fee.

TO QUALIFY:

- ◆ Applicants (parent/guardian and student) **must live within the boundaries** of the Stillwater Area Public School (ISD 834) district.
- ◆ Financial assistance must be **requested at the time of registration.**
 - ◆ Applicants must submit this form, ***along with a Community Education Registration Form and payment for 50% of total class fees or the class fee minus \$40, whichever is greater.***

Parent/Guardian Name: _____

Address: _____ City, State, Zip: _____

Phone number: (Day) _____ (Eve) _____

(Cell #) _____ Are you a resident of District 834? Yes _____ No _____

HOUSEHOLD MEMBERS: *Please include all adults and children in the household, whether related or unrelated. Include household members temporarily away from home, such as a college student.

Name of Person in Household*:	Age	Name of Person in Household*:	Age

HOUSEHOLD INCOME: Step #1: Circle your household size in the first column. Step #2: Find and circle your maximum household income. Include gross incomes (before any deductions). *For farm and self-employment, use net income after business expenses.*

Household Size	Max. Annual \$	Max. Monthly \$	Max. 2 Weeks \$	Max. 1 Week \$
1	\$20,036	\$1,670	\$ 771	\$ 386
2	\$26,955	\$2,247	\$1,037	\$ 519
3	\$33,874	\$2,823	\$1,303	\$ 652
4	\$40,793	\$3,400	\$1,569	\$ 785
5	\$47,712	\$3,976	\$1,836	\$ 918
6	\$54,631	\$4,553	\$2,102	\$1,051
7	\$61,550	\$5,130	\$2,368	\$1,184
8	\$68,469	\$5,706	\$2,634	\$1,317
For each additional household member, add:	\$ 6,919	\$ 577	\$ 267	\$ 134

ON BACK SIDE OF SHEET, please provide any further information you feel we should know regarding your financial assistance request.

Will you be utilizing the \$15 UCare MN discount? _____ What amount of Fee Assistance are you requesting? \$ _____

If assistance is denied, the parent/guardian listed will be responsible for any remaining payments. If this is incorrect, please list name of person responsible: _____ Phone #'s _____

Acknowledgement of Correct Information: I acknowledge that the information contained on this application is accurate and correct.

Applicant's Signature: _____ Date: _____

Return this form, along with a completed Community Education Registration Form and payment, to: **Stillwater Community Education, Attn: Youth Programs, 1875 So. Greeley St., Stillwater, MN 55082**, or via fax to 651-351-8401.