

Thank you for your interest in Baylor School for the 2022-2023 school year. You may begin to apply for financial aid starting on September 1, 2021, as described below. Please make sure to read all the instructions to ensure you complete this process correctly. To be eligible for consideration for financial aid, you must complete your application by January 31, 2022. After this date, applications for assistance will be considered only if funds are available.

Financial aid at Baylor is need based; need is determined by SSS (School and Student Service) and by Baylor's Financial Aid Committee. We subscribe to the principles of SSS and do not discriminate based on race, color, creed, or gender. We hope we can assist in helping make Baylor affordable for you.

Because applicants acceptable for admission, and qualifying based on financial need, outnumber those for whom we can afford to support, we must make choices based on individual merit. Financial need is the first requirement for financial aid, but the final selection of a new recipient of an award is based on our evaluation of a student's overall academic strength and personal attributes. Baylor's policy is to make admissions decisions separate from financial aid decisions. No one will be denied admission because of his or her financial situation. It is possible, however, due to our limited resources, that your son, or daughter, could be admitted to Baylor but not receive financial aid. Our need-based Financial Aid is generally awarded to the strongest candidates in our applicant pool qualifying for assistance.

We understand and appreciate the financial commitment families make in sending their children to Baylor. It is our stance that, even though paying for education is primarily the responsibility of a family, we devote significant funds each year to a financial aid budget to assist families. In turn, our school community benefits by attracting gifted students that otherwise would not be able to attend. To help us objectively assess what a family can contribute to its student(s) education expenses, we use SSS, which is an outside service with an evaluation process to examine a family financial picture. The SSS analysis of a family's "Estimated Family Contribution (EFC)" is a critical component of our financial aid decision. To make our final financial aid award decisions, we use the SSS figures as the baseline for our own additional review, taking into consideration our total financial aid budget, other information we may have collected, our school's policies and priorities, and the needs of our entire applicant pool. Due to circumstances like these and others, our school may ask your family to contribute to tuition more than what is estimated on the SSS Family Report. To begin your financial aid application for the 2022-2023 enrollment year, please follow these steps.

Applications for financial aid must be completed by both new and returning families every year by the end of January. All awards are reviewed annually to ensure that our high standards of scholarship and citizenship are maintained.

Completing the Application Online

STEP ONE: APPLY ON-LINE

- Starting on **September 1, 2021**, go to <https://sssandtadsfa.force.com/familyportal>
- Click on the "Apply Now" button.
- You will set up a Parents' Financial Statement (PFS) Online account using your e-mail address and a password, which will allow you to return to work your PFS again before submitting it. Returning parents: If you completed an online PFS application last year, use your e-mail address and existing password. If you have forgotten your password, click on "Forgot my password." You only need to complete one PFS even if you have several children applying to separate schools. In case of divorce, each parent /household must complete one PFS and send in all required documents. The Financial Aid Committee will consider the resources of both natural parents. If the custodial parent has remarried, we consider the resources of the stepparent, bearing in mind the obligation the stepparent has toward his or her own natural children. If the non-custodial parent is not involved in a student's life, the custodial parent can submit a letter from a third party (clergy, lawyer, doctor, school official, social worker) that states this fact in lieu of the non-custodial parent submitting his or her financial information. Please contact the Director of Financial Aid if you have any questions about this situation.

- The On-Line PFS will ask you to identify the name of the school(s) you wish to receive your report. Baylor's code is 1516. If you are applying for financial aid at more than one school using SSS, only one application must be completed.
- Submit and pay the non-refundable fee of \$55.00 for the PFS. The report will be found in your PFS Online account usually within 48 hours.

STEP TWO: UPLOAD TAX INFORMATION AND ADDITIONAL DOCUMENTS

1. **If you are uploading documents:** About 24 hours after you pay for and submit your PFS, you will have access on the PFS Online to a section entitled "Manage Documents," where you can upload the additional documents we require. We advise families to watch the short webinar on uploading documents to save time and limit frustration. You will find this webinar in the PFS Online homepage.
2. Baylor REQUIRES that you upload the following documents directly to SSS:

IRS Form 1040 for 2019, 2020, and 2021
 All IRS Schedules and Forms for 2019, 2020, and 2021
 W2 and/or 1099 forms for 2019, 2020, and 2021

NOTE: If you are an international applicant and do not have tax documents from the United States, you must complete the PFS and submit to SSS, the International Financial Aid Form (found on our website), your 2020 tax form (in English; for example, the T1 for Canada), and a proof of income statement (paystub, etc.; for example, the T4 for Canada).

We recognize that preparing both IRS and SSS documents by January 31, 2022, is challenging. The key to completing the document requirement is for the school to have at least two years of tax records for verification. If you will not have your IRS Form 1040 for 2021 completed by January 31, 2022, **you must make sure your IRS Form 1040 for 2019 and 2020 and all IRS Forms and Schedules for 2019 and 2020 are on file at SSS along with all of your W2 and/or 1099 forms for 2019 and 2020 and your 2022-23 PFS. The 2019 and 2020 IRS forms should be uploaded immediately; the 2021 when completed.** If you file for an extension from the IRS, please provide proof of this in lieu of your Federal Tax Return. You must send in all your documents by the January 31, 2022 deadline or follow-up with the Director of Financial Aid with a timetable for the completion of your file. Families who have filed with SSS in the past and have uploaded 2019 and 2020 forms into their SSS file do not need to upload these forms again. **All financial aid awards will be contingent upon our receipt and review of your current 2021 IRS Form 1040 and all IRS Schedules by April 15.** Your timely application means we can give your daughter or son the consideration she or he deserves.

It is our expectation that families who begin at Baylor paying the full tuition will continue to do so until the student graduates or leaves the school. Families enrolling at Baylor should also be aware that it is unlikely they will receive more financial aid than their original award in future years unless they are able to clearly demonstrate in writing a significant, unexpected financial reversal. While we will make every effort to be helpful in the case of circumstances beyond a family's control (for example, loss of job or unexpected illness) with a limited financial aid budget, we cannot guarantee that we will be able to meet the new financial need of these families as no pre-existing budget is set aside for such an expense.

We hope that families will not be discouraged by the costs of independent education or by the process of applying for financial aid. Please feel free to direct any questions or special circumstances to Bill Murdock, Director of Financial Aid and Scholarships, at 423-267-8506 ext. 270 or bmurdock@baylorschool.org