



# 2024-2025 FINANCIAL AID INFORMATION

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December 8, 2023

Dear Parents,

Thank you for taking the time to learn about Trinity Lutheran School's financial aid. Trinity desires to provide a Christian education to any student who seeks one. We look forward to working with you through the financial aid process.

Within this packet, you will find information about financial aid policies and procedures, important dates, and frequently asked questions. We partner with TADS ([www.mytads.com](http://www.mytads.com)) for the handling and completion of your financial aid application. All documents submitted are reviewed with confidentiality.

If you have any questions, please contact the school office by email, [office@tls-hawaii.org](mailto:office@tls-hawaii.org), or by phone, 808-621-6033.

In HIS peace,

A handwritten signature in black ink, appearing to read "K. Klemp".

Kyle D. Klemp, Principal



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## POLICIES & PROCEDURES

In the spirit of fostering a sustainable financial future for Trinity Lutheran School, we would like to share the school financial aid policies and procedures for the 2024-2025 school year. We hope this information will assist you in making informed financial and educational decisions for your family.

The initial budget for the total aid to be awarded is set before reviewing applications. The majority of aid is distributed in the first round of applications. This enables the school to project the annual budget for the coming school year. The second and third round awards are granted if allocated funds have not been expended after round one.

A Financial Aid Review Committee is formed. Committee members are people with no conflicts of interests to the applicants, whose identities are unknown to the applicants, and who are approved by the Principal and Pastor. The Committee is then tasked with implementing a fair and unbiased method of awarding the total budget allocated for financial aid awards, according to the information presented by applicants' TADS reports. Applicants' identities are unknown to the Committee, which uses the #1 nationally recommended method of allocating funds.

Once the allocated funds are awarded to first round applicants, the Committee produces award letters, which must be picked up and signed for in the school office by the named adult/s listed on the financial aid application, by the deadline listed on the letter. Award recipients will have up to two weeks to either accept or deny the award by signing and returning the letter. Declined awards, or unreturned letters will result in the award being forfeited so that the financial aid can be awarded to another family in need.

This same process is then repeated for round two and three, but likely with a lesser budget of allocated funds available. The aim of round two and three is to offer some aid to families who missed the first round deadline.



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If a family is unsatisfied or concerned with the amount of aid awarded, the family may appeal by submitting a letter of appeal to Mr. Klemp in a sealed envelope; the letter should outline the concern and how the Committee might better meet the needs of the family. Please note, there is not an appeals process for round three applications.

**IMPORTANT NOTICE FOR STUDENTS WHO RECEIVE OUTSIDE GRANTS/SCHOLARSHIPS:** As part of our commitment to ensuring equitable distribution of Trinity Lutheran Church & School Financial Aid, we have implemented a policy that designates any outside source of financial aid as the primary contributor of financial support when 50% or more of the student's tuition is met externally. This means if your family is receiving 50% or more of your child's tuition from external grants/scholarships, the financial aid awarded by Trinity Lutheran Church & School will be adjusted accordingly. Please notify our business office immediately when you are aware of tuition assistance from another source.

The goal of this process is to maintain a longstanding, unbiased manner in which to allocate need-based financial aid. This process has been reviewed and endorsed by the Board of Trustees of Trinity Lutheran Church & School.

Thank you for your attention to our financial aid policies and for considering Trinity Lutheran School for your child's education.



# 2024-2025 FINANCIAL AID INFORMATION

## 2024-2025 ENROLLMENT & FINANCIAL AID DATES-ROUND 1

DEC	JAN	JAN	FEB	APR	APR	MAY
8	19	20	23	12	26	3
Exclusive Early Enrollment Opens	Exclusive Early Enrollment Deadline	Open Enrollment Begins	Round 1, Financial Aid Deadline	Round 1, Financial Aid Award Letters Ready	Round 1, Award Acceptance, Declination or Appeal Letter Due	Round 1, Notification of Appeals Decision

## 2024-2025 ENROLLMENT & FINANCIAL AID DATES-ROUND 2

APR	MAY	MAY	JUNE
12	10	24	7
Round 2, Financial Aid Deadline	Round 2, Financial Aid Award Letters Ready	Round 2, Award Acceptance, Declination or Appeal Letter Due	Round 2, Notification of Appeals Decision

## 2024-2025 ENROLLMENT & FINANCIAL AID DATES-ROUND 3

JUN	JUL	JUL
28	5	12
Round 3, Financial Aid Deadline	Round 3, Financial Aid Award Letters Ready	Round 3, Award Acceptance or Declination Letter Due