



EPISCOPAL SCHOOL OF BATON ROUGE

Tuition Assistance Application Checklist

STEP 1: Complete ONLINE FAST Tuition Assistance Application located at www.episcopalbr.org/admission/affording-episcopal. There is a \$53 fee to apply.

STEP 2: Submit supporting documentation to FAST immediately.

The following documents are required:

- Verification of Income
 - Forms W-2
 - Final Pay Stubs of the year
 - Forms 1099-MISC and Schedules K-1
 - Year-end earning statements or 1099, when available, for IRA, pensions/annuities (if figures listed on lines 15 and 16 of Federal 1040), unemployment compensation, and/or cancellation of debt
- Federal Tax Return*
- Additional Applicable Schedules*
 - Schedule 1 (Other Income)
 - Schedule C or C-EZ (Business Income)
 - Schedule D (Capital Gains)
 - Schedule E (Supplemental Income)
 - All Schedules pertaining to trusts of any kind for parent and/or children
- State Tax Return*
- All Business Tax Returns*
 - K-1's
 - 1120 for S Corp
- Documentation for Alimony and/or Child Support

Please submit either Tax Year 2022 or 2023, whichever is the most recent available at time of application. If 2022 return is submitted, 2023 tax return must be received by Episcopal no later than June 1, 2024. Evidence of increased income may result in a revised Tuition Assistance award. Evidence of decreased income will unlikely modify award due to limits in Tuition Assistance funding.

Applicants are encouraged to submit documentation electronically using the Tax Scanner Feature on the FAST application.

If mailing documentation, please do not send originals to FAST, as they cannot return these items. Include FAST Quick Processing Transmittal Page and put Episcopal School of Baton Rouge on the front of the envelope under your return address. This documentation can be mailed to:

FAST Processing
1316 North Union Street
Wilmington, DE 19806-2594

You will receive an email confirmation when your tax forms and your application have been completely processed by FAST. Complete application packages (all requested forms) will be processed. Incomplete packages will NOT be processed. Faxed information cannot be accepted.

**3200 Woodland Ridge Boulevard
Baton Rouge, LA 70816
225.753.3180 | Fax: 225.756.0507
www.episcopalbr.org**

Contact

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Tuition Assistance Calendar

October 2, 2023

Tuition Assistance Online Portal open for
2024-2025 applications

November 1, 2023

Deadline to submit tuition assistance
application and all supporting documentation
for returning Episcopal families

November 1, 2023

Deadline to submit tuition assistance
application and all supporting documentation
for Lower School Early Decision

January 26, 2024

Deadline to submit tuition assistance
application and all supporting
documentation for MS and US new families

June 1, 2024

Deadline to submit current tax
documentation