



## Financial Aid Policies

The Pennfield School is a member of the School and Student Service for Financial Aid (SSS) program, an organization that is utilized by the majority of independent schools to assist in determining tuition aid awards to families.

If you are applying for financial aid for your child (ren) entering grades kindergarten-grade 8 in the forthcoming year, please note the following guidelines:

1. Financial Aid information must be on file by Wednesday, February 8, 2023 for new families to be considered in the first round of grants. After February 8, financial aid will still be available and awarded on a rolling basis. **Complete the PFS** (Parents' Financial Statement) Form, and Business/Farm Statement and submit the K-1 schedule, if you own a business. Both are on the School and Student Service site (SSS) <http://sssbynais.org>. A copy of your 2021 or 2022 **tax return with 2022 W-2s and all supporting schedules need to be uploaded to SSS**. In addition to the PFS and taxes which are sent to SSS, all families must **submit the "Online Pennfield School Financial Aid" application**.
2. Pennfield needs verification of tuition paid at another school if you have another child attending a tuition charging school (for college you can use IRS form 1098-T). You must apply for financial aid assistance at all tuition charging schools your child(ren) attend in order to apply for aid at Pennfield.
3. In cases of divorce, unmarried or separated parents both parents need to submit a PFS and a copy of their 1040 tax return. Children living with grandparents or guardians will be reviewed case by case.
4. When one parent does not work outside the home and all children are of school age and able to attend school, we will add to the income of the family the cost of the current tuition. Exceptions will be made for the care of a critically ill or disabled child, parent, or grandparent. If a parent chooses to leave their job or change jobs for a decreased salary, Pennfield is unable to underwrite this difference with a larger financial aid grant.
5. Families will sign up with a payment plan through BLACKBAUD TUITION, a service offered through the Pennfield Business Office.
6. Families reapply for aid each year if they want to continue to receive a yearly grant. Families will typically receive a grant that is at least the same amount as the prior year unless there is a significant income change.
7. It is understood that The Pennfield School is not obligated to award the amounts recommended by the School and Student Service (SSS) for Financial Aid. Tuition aid will be distributed as equitably as possible and will be based upon the number of applicants, the total amount of funds available, and the recommendation of the School and Student Service.

To learn more, visit <https://www.pennfield.org/affording-pennfield>  
or call Kristin Emory, Director of Admission and Financial Aid, at (401) 849-4646 ext. 147.