



Robinson Township Christian School  
 77 Phillips Lane, McKees Rocks, PA 15136  
 Phone: 412-787-5919 Fax: 412-787-1558  
[www.rtcsonline.org](http://www.rtcsonline.org)

## Tuition Assistance Guidelines & Criteria for ACSI Children’s Tuition Fund Scholarships 2011-12 School Year

This program is funded through corporate and personal contributions designated specifically for use by Robinson Township Christian School (RTCS) families. Program administration is handled by the Association of Christian Schools International (ACSI) with family applications being processed through RTCS based on established financial criteria.

**Scholarships will be granted based on the needs of each family considered and on the amount of scholarship monies available for that school year.** Determining the needs of a family is based on the following:

1. The student must be a PA resident and enrolled in RTCS grade K–12 for the 2011-12 school year. All tuition payments with RTCS must be current with no outstanding balance.
2. Families may apply whose income exceeds these guidelines if extenuating circumstances exist. Circumstances must be documented on the application.
3. Eligibility to apply does not guarantee that an award will be granted. RTCS will make every attempt to fairly allocate available scholarship funds among families with verified need, giving priority to families with greatest need.
4. Scholarships awarded through monies received through the ACSI Children’s Tuition Fund will meet the family income guidelines established by the state of PA for the Educational Improvement Tax Credit program.

Income Guidelines:

Number of Dependents	Maximum Household Income
1	\$65,000
2	\$75,000
3	\$85,000
4	\$95,000
5	\$105,000
6	\$115,000

The Educational Improvement Tax Credit Program is closely regulated by state legislation. Per state law, the following guidelines should be used to determine what should be included as “income.” In calculating household income for the purpose of determining student eligibility, all monies and property received by all household members of whatever nature and from whatever source are to be included, **except** for the following:

- a. Periodic payments for sickness and disability other than regular wages received during a period of sickness or disability.
- b. Disability, retirement, or other payments arising under workers’ compensation acts, occupational disease acts, and similar legislation by any government.
- c. Payments commonly recognized as old age or retirement benefits paid to persons retired from service after reaching a specific age or after a stated period of unemployment.
- d. Payments commonly known as public assistance or unemployment compensation benefits by a governmental agency.
- e. Payments to reimburse actual expenses.
- f. Payments made by employers or labor unions for programs covering hospitalization, sickness, disability or death, supplemental unemployment benefits, strike benefits, social security, and retirement.
- g. Compensation received by United States servicemen serving in combat zone.



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## Robinson Township Christian School

### Tuition Assistance (TA) Application Information for 2011-12 School Year

While we recognize that there will always be a need for exceptions to requests for tuition assistance, the following guidelines generally apply:

1. **Eligibility:** Financial assistance is limited to those families with at least one child who has been approved for admission by both the Admissions Committee and the Administrator of Robinson Township Christian School (RTCS). **We must receive a completed enrollment application along with all registration fees before we will consider your TA application.**

*Families who demonstrate financial need under the PSAS Need Analysis (TA form) may be considered for a designated scholarship through the ACSI Children's Tuition Fund (CTF). To qualify for CTF assistance, a student must be a PA resident and his/her family must meet the PA Department of Community and Economic Development (DCED) guidelines for income eligibility.*

2. **Deadline Dates:** No TA awards will be offered until the family submits the PSAS TA application. This is required to maintain equity among all applications. Current/Reenrolling families must submit the PSAS TA applications along with all supporting documents ***no later than May 20, 2011***. **It is highly unlikely that we will be able to fund current families who have submitted their applications after this deadline.** New families may submit their applications at the time of enrollment.
3. **Maximums:** Maximum financial assistance is up to 50% of tuition and fees charged.
4. **Need Analysis:** Due to limited funding, the analysis attempts to rank families according to highest genuine need according to the information supplied to us. Application does not guarantee that tuition assistance will be granted.
5. **TA Notification:** TA notices are expected to be kept strictly confidential and will be mailed by mid- to late July. Applications for current families received after the May 20 deadline will be considered ***only if additional funds become available***.
6. **Appeals:** The Tuition Assistance Committee decision is **final**. No appeals will be considered once a decision has been rendered.
7. **Confidentiality:** All information submitted to determine eligibility for TA, including family income, is considered strictly confidential and is disclosed to members of the RTCS Tuition Assistance Committee and/or the Board of Directors without the express written consent of the family seeking aid.
8. **Rebate/Refund of Tuition Assistance Monies:** Students who withdraw from school before the end of the school term will forfeit remaining TA monies and be subject to termination/withdrawal penalties as defined in the enrollment contract. TA offered through RTCS is nontransferable and nonrefundable.

If you have any questions regarding this application or process, contact Barbara Thompson at RTCS or [barbthompsonrtcs@yahoo.com](mailto:barbthompsonrtcs@yahoo.com). Thank you.