



CCHS Foundation Tuition Assistance for Teachers’ Student(s)

Eligibility: This CCHS Foundation Tuition Assistance Fund is available to all CCHS Teachers who have a student(s) enrolled at CCHS or in the MACS system.

Criteria

- Demonstrate need: provide a current copy of FACTS results and appeal results. Appeal results should be dated within 60 days of this application.
- Complete the application for this Teacher Tuition Assistance Fund in its entirety and provide all requested documentation.
- Have a student(s) in good standing enrolled in MACS. (academic & disciplinary)
- Teacher must be an employee in good standing at CCHS.
- No application will be considered without complete documentation.

Application Process, Guidelines and Timeline

- Deadline for application is August 1 for the upcoming school year.
- Applicant typically will receive notification with results within 30 days of applying, given complete documentation is submitted.
- Applications are available through the CCHS Foundation online and in the Advancement Office.
- Tuition assistance is provided per family, not per student.
- Applicants are eligible to receive assistance funds one time from **one** CCHS Foundation source per academic year toward tuition balances. This includes, but is not limited to, the Kara Ann Kloiber Memorial Scholarship and Tuition Assistance for Teachers’ Student(s).

Selection Process

- Applicant may submit application to the CCHS Foundation via US mail or by placing the application in a sealed envelope and depositing it in the CCHS Foundation Mailbox at school. The evaluation of each application will be based upon the information provided on the Tuition Assistance Application form and the results of the submitted documentation. All information will remain strictly confidential.
- If any required materials are missing, we will notify the applicant and allow 7 business days for the submission of needed materials. If there are any extenuating circumstances, an applicant can contact the Chairperson of the CCHS Foundation Scholarships and Grants Committee.

- Applications will be reviewed by the CCHS Foundation Scholarship and Grants Committee.
- All final decisions will be made by the CCHS Foundation Board.
- A member of the CCHS Foundation Board will notify the recipient via written correspondence of any award and will send required notification and funds directly to the MACS business office.

Fund Distribution: Approved funds for tuition assistance will be made payable to MACS after the decision is made.

Amount Available: Tuition assistance for CCHS Teachers is available up to 50% of the balance, due not to exceed \$5,000.



CCHS Foundation Teacher Tuition Assistance Fund APPLICATION

Applicant Name: _____

Mailing Address: _____

Email Address: _____

Phone Number: _____

MACS Family ID#: _____

Student(s) Name, Grade and School

Please provide a copy of your initial tuition statement mailed to you by the MACS Business Office (MBO) for this school year. (Statements are typically mailed late May to early June.)

Please also provide a copy of your FACTS results letter and appeal response. **You must appeal your tuition assistance results to MACS** prior to applying for this CCHS Foundation Tuition Assistance Fund.

Any further communication from the MBO concerning changes in your monthly draft as a result of any FACTS awards is sent via a letter, not a revised statement. Please include a copy of that correspondence.

Please inform us if you are current with your balance due and if not, what dollar amount in arrears is owed: _____

Please provide here a list of any additional assistance you receive in covering CCHS or MACS tuition expenses: _____

Please explain any relevant circumstances regarding why your family needs financial assistance for this school year:

Please understand that your signature below provides the scholarship committee with access to the results of your current FACTS application and appeal, as well as tuition statements and balances, as inputs to determine the level of need for assistance.

Each family may receive only one CCHS Foundation Tuition Assistance Scholarship per year. These funds include, but are not limited to the Kara Ann Kloiber Memorial Scholarship and the Tuition Assistance for Teachers' Student(s) Fund.

Teacher/Applicant Signature _____

Date _____

Mailing Address:
CCHS Foundation
Scholarships and Grants Committee
PO Box 474055
Charlotte, NC 28247