

Request for Scholarship Grant

THE LAY FAMILY FOUNDATION

email: LayFamilyFoundation@gmail.com

2023 - 2024

The application is in three parts. The grant committee will only review applications which are complete and submitted before the start of the academic year.

Part One is a Release of Information Form to be signed by the student and both parents, a copy of which is the last page of this Application.

Part Two is a letter from the School, signed by the principal, including the address, phone number and email address of the school, showing the following—the standard tuition, the reduction in the standard tuition that the school will provide as a scholarship for this student (must be at least 15% of the standard tuition), and a copy of the prior year's income and expenses statement for the school, showing actual sources of revenue and actual expenses.

Part Three is the application from the student and parents which is attached. It must be completed, signed by the student and the parents and accompanied by a copy of the last income tax return filed by each parent of the child. If two parents are not involved, please state that so we don't think it is incomplete. If no parent is involved in the application, a guardian may fill out the application, explain the circumstance, and provide a tax return.

The student and parents should turn in their completed Part One, Part Three, and tax return copies to the school office. A separate application must be filled out for each child in your family that is applying for the grant.

The school principal will provide Part Two, and then all completed forms and tax returns will be submitted by the school to The Lay Family Foundation by emailing to: LayFamilyFoundation@gmail.com . We recommend that schools send one application per email and put the school name and student's name in the subject line.

Request for Scholarship Grant

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2023-2024 Application

Student's Name: _____
First Middle Last

Street Address or P.O. Box City State Zip Student's age

Date of Birth: ____/____/____ Social Security Number: ____-____-____ 2023-2024 Grade: ____

School attended 2022-2023 school year: _____

School you wish to attend 2023-2024 school year: _____

Did you receive a scholarship from the Lay Family Foundation last year? ☐ Yes ☐ No

List other children of the parents for whom one or both of the parents is providing support or tuition, whether or not such other child is living in the same household as the student:

<u>Name</u>	<u>Age</u>	<u>Grade level</u>	<u>Tuition Cost</u>

List all sources of income or revenue (other than wages described later) determined on an annual basis. This should include income from disability, retirement, government benefits, child support, alimony, and any other source of income for both of the parents of the student. If the income information of one of the parents is not available, then explain. **Don't forget to attach a copy of the last income tax return of both parents.**

Other Family Help Available: Amount/Year _____ From whom _____

How much do you estimate you and your spouse can pay toward this child's tuition annually? Must be filled in and must not be - 0 -. \$ _____

Parent/Legal Guardian Information:

Parent Name: _____
First Middle Last

Address: _____
Street or P.O. Box City State Zip

Phone Numbers: Home _____ / _____ / _____ Cell: _____ / _____ / _____

Date of birth: _____ / _____ / _____ Social Security Number: _____

Annual Employment/Self-Employment Income: \$ _____ Occupation: _____

Employer: _____ Parent email: _____

Parent Name: _____
First Middle Last

Address: _____
Street or P.O. Box City State Zip

Phone Numbers: Home _____ / _____ / _____ Cell: _____ / _____ / _____

Date of birth: _____ / _____ / _____ Social Security Number: _____

Annual Employment/Self-Employment Income: \$ _____ Occupation: _____

Employer: _____ Parent email: _____

Student Academic Record: Provide grade average (points or letter) for years indicated, unless child was not in school. Please **DO NOT** submit grade cards with this application.

Grade point average or equivalent: _____
2022-2023 2021-2022 2020-2021

Was the student absent from school more than 10 days during the prior school year? ☐ Yes ☐ No

If “yes”, please explain: _____

If you have other information that you think would be beneficial for the grant committee to consider, please add.

We, the student and parents, understand that this school offers a rigorous academic curriculum that will require a high level of commitment, maturity, and responsibility.

We swear that the information contained in this Application is complete and accurate.

Signature of Student _____ **Date** _____

Signature of Parent _____ **Date** _____

Signature of Parent _____ **Date** _____

RELEASE OF INFORMATION FORM

To comply with the **Family Educational Rights and Privacy Act (FERPA)**, every school must strive to protect individuals' rights to privacy by limiting the transferability of records without consent.

By completing the following portion of this form the Student and the Parent(s) are giving permission to the school to disclose educational and directory information to the Lay Family Foundation and its employees, officers and directors.

I, _____, do hereby give _____
(name of school)
permission to disclose my educational records and directory information for the purpose of employment, judicial matters, credential verification, parental requests, and any other reasons.

I understand that I can revoke this permission by submitting a written request to the school's Admissions/Records office. Please allow at least 48 hours for processing.

_____ Student ID # or Social Security #

The following organizations may have access to my educational records and directory information:
Lay Family Foundation and its employees, officers and directors

Student's Signature

Date

Parent Signature

Date

Parent Signature

Date

FOR OFFICE USE ONLY

Date & Time Received _____

Photo ID Checked _____

Copy sent to Records Office _____