
Diocesan Tuition Assistance Timeline 2012-2013—Diocese of Cleveland

- January 09, 2012 Private School Aid Service application (PSAS in English/Spanish) posted on the OCE website
- January 12, 2012 Distribution of DTA packet to the High School Principals at Principals' meeting
- January 18, 2012 Distribution of DTA packet to the Elementary School Principals at Principals' meeting
- January 12-27, 2012 Orders for paper copies of PSAS (English/Spanish) accepted by OCE. **(See form in DTA packet)**



- January 30, 2012 **Due to OCE:** School Tuition Assistance Request (“**STAR form**”) + projected **2012-2013 Tuition Scale**. (fax 216-696-8646)
- Due to OCE:** *List* of Catholic School teachers/principals/ or assist.principals who have submitted or will be submitting a 2012-2013 PSAS form for their children attending Catholic schools. **(See form in DTA packet)**

March 1, 2012 **Deadline for Round 1 PSAS applications by families.**

- Week of**
May 7, 2012 Round 1 Enrollment Verification lists to schools.
Round 1 Notification Letters to parents.
- May 7-21, 2012 Reconsideration/appeals for Round 1 reviewed (*letters accepted from parents and/or principals*)

- Week of**
May 28, 2012 Reconsideration lists to schools/notification letters to parents.

June 1, 2012 **Deadline for Round 2 PSAS applications by families.**

- Week of**
July 16, 2012 Round 2 Enrollment Verification lists to schools.
Round 2 Notification Letters to parents.
- July 19-Aug. 3, 2012 Reconsideration/appeals for Round 1 & 2 reviewed (*letters accepted from parents and/or principals*)

- Week of**
August 13, 2012 Reconsideration lists to schools/notification letters to parents.

September 10, 2012 Final Enrollment Verification lists sent to schools.

October 2012 Award Checks sent to schools.

Questions and Answers

1. How does my school/parish apply for Diocesan Tuition Assistance (DTA)?

Indicate your intentions with the School Tuition Assistance Request (**STAR**) form (*received at January Principals' Mtg.*) Pastors and principals use STAR to request Diocesan Tuition Assistance (DTA) for their families. Or...To **decline DTA** and let the Diocese know that the parish/school will use its own funds to help families, without diocesan assistance. Completed and signed **STAR** Forms due: **January 30, 2012.**

2. How do we get the Private School Aid Service (PSAS) forms?

Please order paper forms from VELMA TAYLOR at vtaylor@dioceseofcleveland.org or 216-696-6525 ext1056. **(\$8.25 per packet / 25 per packet - English) (\$10.00 per packet / 25 per packet - Spanish)** English and Spanish PSAS forms are also available on line at http://www.oce-ocs.org/oce/parents/diocesan_tuition

3. What are the deadlines for families to apply for Diocesan Tuition Assistance?

The Office of Catholic Education has two rounds for the distribution of DTA. Please note that approximately 80% of the available funds will be distributed in Round 1 to encourage parents to make early registration commitments for the 2011-2012 school year. Families should direct all TAX questions to PSAS.

Deadline for Round 1: March 1, 2012

Deadline for Round 2: June 1, 2012

4. Why should a family fill out a PSAS form?

We believe that the PSAS form is an objective and credible tool for identifying NEED among those who apply for tuition assistance. Completion of the PSAS form is required for all awards made through the DTA process.

5. If a family filled out an "early form" for an incoming freshman in a Catholic high school, do they need to fill out (and pay for) another form for their other elementary and/or high school children?

If a family has already completed a 2012-2013 "Early Application Form" for a Catholic High School, the family does not need to complete a second application for the other siblings enrolled in Catholic high schools or elementary schools in order to be considered for **DTA**. However, families should check with the school/parish from which they received the PSAS application to determine if 2011 tax documents must be filed along with another PSAS form for local tuition assistance. Call PSAS at 440-892-4272 x206 for further explanation if necessary. **The Diocese will accept either the Early or the Regular PSAS application for DTA consideration.**

6. What are some reasons parents should not fill out a PSAS form?

- If the school and/or parish *chose not to participate in the DTA process* and/or if the school and/or parish does not use the PSAS form to determine local tuition assistance.
- *If the JUNE 1, 2012 DEADLINE has passed. Do not invite parents to submit a PSAS form after that date for Diocesan Tuition Assistance. Families generally cannot afford to waste the \$24 application fee.*
- If they think their income level indicates that they would not receive any assistance.
- If they pay elementary tuition with a Cleveland Scholarship (voucher). (HS students with CSTP may apply for DTA.)

7. Who can we contact with questions?

- Judy Nakasian, jnakasian@dioceseofcleveland.org 216-696-6525 (1-800-869-6525) ext. 3250
- Peggy Lipinski, plipinski@dioceseofcleveland.org ext. 2830
- John Szarwark, jszarwark@dioceseofcleveland.org ext. 3000
- John Ahern, jahern@dioceseofcleveland.org ext. 5310