



PACIFIC BOYCHOIR ACADEMY
215 Ridgeway Avenue
Oakland, CA 94611
Tel: 510-652-4722
www.pacificboychoir.org

FINANCIAL AID: HOW TO APPLY?

New families

Application for admissions and for financial aid should be submitted at the same time. In other words, please do not wait for your admission acceptance letter to apply for financial aid.

We use School and Student Services (SSS) to process our financial aid applications. SSS is a service of the National Association of Independent Schools. Based on the financial information you provide, SSS gives us an estimated amount that your family can contribute to educational expenses.

This helps our school make fair and objective financial aid decisions. To apply for PBA's internal financial aid, please go online at <http://sss.nais.org/> and follow the instructions to complete a PFS (Parents' Financial Statement). **PBA's school code is 3914.**

You will see that in addition to completing the application, you are required to send the following documents to SSS/NAIS (*please do not send to PBA*):

- a copy your most recent Federal income tax return.
- a copy of your most recent W2
- a completed, signed and undated [form 4506-T](#) "Request for Transcript of tax return", choose 6-a (return transcript).
- if you did not have to file a tax return, please send SSS/NAIS a completed, signed and undated [form 4506-T](#) and check box 7 (verification of non-filing).
- if you own a business please complete and send to SSS your most recent [Business/Farm Statement](#).

The mailing address to send the documents is:

**School and Student Services
By NAIS, Application Processing Center
P.O. Box 449,
Randolph, MA 02368-0449 USA**

The Parents' Financial Statement (PFS) should be completed and the 4506T and Business/Farm Statement sent to SSS.

By respecting these dates, you will allow PBA to inform you of the Financial Aid Committee's decision at the same time or before the School's decision on admission, thus allowing you to make an informed decision.

If you apply after that date, we will still make every effort to inform you of the Financial Aid Committee's decision at the same time as the School's admission decision. However, we cannot guarantee that we will be able to do so.

Questions? Please call 510-652-4722 or e-mail admissions@pacificboychoiracademy.org.