



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

FINANCIAL AID: HOW TO APPLY?

New families

Applications for admission and financial aid should be submitted at the same time. Please do not wait for your admission decision letter to apply for financial aid. By applying for admission and financial aid at the same time, 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 afterwards, 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.

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 upload the following documents to SSS/NAIS (**please do not send to PBA**):

- a copy of 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](#).

SSS now uses the financial information in the PFS itself to means-test a family's situation, and automatically applies a waiver if the family qualifies under their new criteria. The end result is a process where once a qualified family submits a PFS, we simply do not require payment.

All new families applying for financial aid should also apply to the BASIC Fund, which provides direct scholarships to children entering a private school for the first time. The BASIC Fund forms a partnership with parents in the education of their children and expects parents to be actively involved with the schools and their families.

<http://www.basicfund.org/how-to-apply> or download the application from the PBA website.

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