



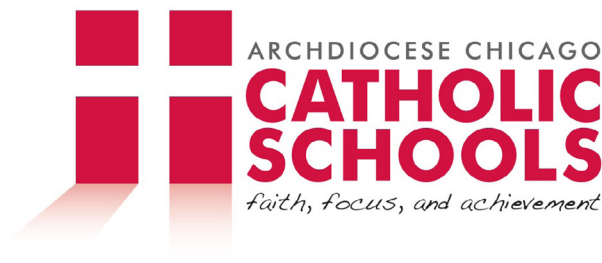
# Student Aid Form

2013

2014

PARENT NAME

## Archdiocese of Chicago Catholic Schools



This form must be postmarked no later than \_\_\_\_\_.

### TO COMPLETE THIS APPLICATION YOU WILL NEED TO INCLUDE:

**Please note: This application requires documentation for income received in 2012.**

1. Detailed copies of all pages and Schedules of your **2012** Federal Income Tax Return Form 1040, 1040A, or 1040EZ (**as filed with the IRS**) for individuals listed in Sections A and B. Recaps and/or Summary Forms are not acceptable. If you file Schedule(s) A, C, E, or F, you must provide copies. If you have not yet filed, or are not required to file a tax return, see the **REQUIRED DOCUMENTATION** section of the **INSTRUCTIONS**.
2. Copies of all **2012** W-2 Wage and Tax Statement Forms, all **2012** 1099/1099R for Interest/Dividends, Pensions/Annuities and/or Misc. Income Forms for individuals listed in Sections A and B (**Please make sure all documentation is copied on regular 8½ x 11 paper - documentation CANNOT be returned**).
3. Documentation of **TOTAL AMOUNTS** received in **2012** for all Non-Taxable Income (see Section G for specific requirements).
4. Check or Money Order payable to PRIVATE SCHOOL AID SERVICE for the non-refundable application fee of \$15.00 (**All returned checks will incur an additional fee of \$25.00**).
5. This application form filled out in its entirety, signed and dated by the individuals listed in Sections A and B.

**IMPORTANT: If the above items do not accompany this application, your application will not be considered complete.**

**Keep a copy of this completed application and all documentation for your records.**

STUDENT NAME

# STUDENT AID FORM // 2013-2014

IMPORTANT: Print clearly and neatly with a blue or black ball point pen

## A Parent, Guardian, or Other Adult Responsible for Tuition

Check One:  Father  Mother  Step-Father  Step-Mother  Other Adult

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ M.I. \_\_\_\_\_

Social Security Number \_\_\_\_\_ Age \_\_\_\_\_ (Area Code) Home Phone \_\_\_\_\_

Address \_\_\_\_\_ Apartment # (if applicable) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

(Area Code) Work Phone \_\_\_\_\_ (Area Code) Cell Phone \_\_\_\_\_

Employed by \_\_\_\_\_ How Long? \_\_\_\_\_ E-mail Address \_\_\_\_\_

May PSAS contact you at work if there are questions?  Yes  No  If you are self-employed, please check and refer to Section K of this form.

## B Parent, Guardian, or Other Adult Residing with Parent A

Check One:  Father  Mother  Step-Father  Step-Mother  Other Adult

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ M.I. \_\_\_\_\_

Social Security Number \_\_\_\_\_ Age \_\_\_\_\_ (Area Code) Home Phone \_\_\_\_\_

Address \_\_\_\_\_ Apartment # (if applicable) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

(Area Code) Work Phone \_\_\_\_\_ (Area Code) Cell Phone \_\_\_\_\_

Employed by \_\_\_\_\_ How Long? \_\_\_\_\_ E-mail Address \_\_\_\_\_

May PSAS contact you at work if there are questions?  Yes  No  If you are self-employed, please check and refer to Section K of this form.

## C Dependents (DO NOT LEAVE BLANK)

Number of dependent children who will attend a tuition charging school: daycare, Pre-K, elementary school, secondary school, or college in the fall of 2013? \_\_\_\_\_  
 Please list all dependent children in order of oldest to youngest, including college students. Indicate each dependent's relation to Parent/Guardian A: child, foster child, grandchild, etc.

Dependent Last Name	Dependent First Name	M.I.	Age	Relation to Parent/Guardian A	Name of school student plans to attend in the Fall of 2013 <b>DO NOT ABBREVIATE</b>		Grade in the fall of 2013	Applying for Aid? check one		Is this child a new or returning student to this school?		Amount I/We feel I/We can pay toward tuition?	Tuition charged yearly per student?	School Code (Refer to School Code List)
					City and State	School Name		Yes	No	New	Returning			
1								<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			
2								<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			
3								<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			
4								<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			
5								<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			

Please check if additional dependents are listed on a separate sheet.

## D Household Information

1. Number of individuals who will reside in my/our household during the 2013-2014 school year:

Parents/Guardians \_\_\_\_\_ Children \_\_\_\_\_ Other\* \_\_\_\_\_

\*If Other, please explain \_\_\_\_\_

2. Current marital status/housing arrangement of Parent/Guardian A:

- a. Single, never Married\*     d. Divorced\*     g. Residing w/Significant Other  
 b. Married     e. Remarried\*     h. Other:  
 c. Widowed     f. Separated\*

\*If Single, Divorced, Remarried, or Separated, please complete Section E.

## E Single, Divorced, Remarried, or Separated Parents (To be completed by the Parent/Guardian listed in Section A)

1. Date of separation (Month/Year) \_\_\_\_\_

2. Date of divorce (Month/Year) \_\_\_\_\_

3. Non-custodial parent \_\_\_\_\_  
 Last Name \_\_\_\_\_ First Name \_\_\_\_\_ M.I. \_\_\_\_\_

4. Do you receive or pay child support?  Receive \$ \_\_\_\_\_ Per year  
 Pay \$ \_\_\_\_\_ Per year  
 Neither

5. Who claimed student as a tax dependent in 2012? \_\_\_\_\_

6. Who is responsible for the tuition for the dependent(s) listed in Section C?

- Father \_\_\_\_\_% Name \_\_\_\_\_  
 Mother \_\_\_\_\_% Name \_\_\_\_\_  
 Other \_\_\_\_\_% Name \_\_\_\_\_\*

\*If tuition is shared, each responsible party must complete a Student Aid Form (SAF).

## F Taxable Income

The **2012** federal tax return for student's household was:

- Filed  
 Not filed yet (See **Required Documentation** section)  
 I/We do not file. I/We only receive non-taxable income

- |  | Actual 2012             | Estimate 2013           |
|--|-------------------------|-------------------------|
| 1. Total number of exemptions claimed on Federal Income Tax form.  | <input type="text"/>    | <input type="text"/>    |
| 2. Parent/Guardian A total taxable income from W-2 wages. (Total income for Parent A only)   | \$ <input type="text"/> | \$ <input type="text"/> |
| 3. Parent/Guardian B total taxable income from W-2 wages. (Total income for Parent B only)   | \$ <input type="text"/> | \$ <input type="text"/> |
| 4. Net business income* from self-employment, farm, rentals, and other businesses. (*Go to Section K) (Attach Schedules C, E, and/or F from your IRS 1040) | \$ <input type="text"/> | \$ <input type="text"/> |
| 5. Other non-work taxable income from interest, dividends, alimony, unemployment, and non-business income.   | \$ <input type="text"/> | \$ <input type="text"/> |
| 6. Allowable "Adjustments to Income" as reported on your IRS 1040, 1040A, or 1040EZ.   | \$ <input type="text"/> | \$ <input type="text"/> |
| 7. Total "Adjusted Gross Income" as reported on your IRS 1040, 1040A, or 1040EZ.   | \$ <input type="text"/> | \$ <input type="text"/> |
| 8. Total Tax Paid as reported on your IRS 1040, 1040A, or 1040EZ.  | \$ <input type="text"/> | \$ <input type="text"/> |
| 9a. Medical/Dental expenses as reported on Schedule A, line 1 of your IRS 1040 form.   | \$ <input type="text"/> | \$ <input type="text"/> |
| 9b. Charitable Contributions as reported on Schedule A, line 19 of your IRS 1040 form.   | \$ <input type="text"/> | \$ <input type="text"/> |

## H Housing Information (DO NOT LEAVE BLANK)

20. Do you rent or own your residence?       Rent     Own
21. If renting, what is the monthly rental payment?      \$
- a. Amount paid by household      \$  per month
- b. Amount paid by other source(s)      \$  per month

## J Unusual Circumstances

Check all that apply to your situation within the past 12 months.

- |  |  |
|--|--|
| <input type="checkbox"/> a. Loss of job                    | <input type="checkbox"/> i. Death in the family          |
| <input type="checkbox"/> b. Recent separation/divorce      | <input type="checkbox"/> j. Shared custody               |
| <input type="checkbox"/> c. Change in family living status | <input type="checkbox"/> k. High debt                    |
| <input type="checkbox"/> d. Change in work status          | <input type="checkbox"/> l. Child support reduction      |
| <input type="checkbox"/> e. Bankruptcy                     | <input type="checkbox"/> m. Medical/Dental expenses      |
| <input type="checkbox"/> f. College expenses               | <input type="checkbox"/> n. Shared tuition               |
| <input type="checkbox"/> g. Income reduction               | <input type="checkbox"/> o. Other (explain in Section L) |
| <input type="checkbox"/> h. Illness or injury              |  |

## G Non-Taxable Income

List the **total amount** received from 1/1/12-12/31/12 for all recipients in the household. **DO NOT** list monthly amounts.

10. Child Support      \$  per year
11. Cash Assistance (TANF)      \$  per year\*
12. Food Stamps      \$  per year\*
- a. Medicaid received in 2012?     Yes     No
13. Social Security income (SSA/SSD, etc.)  
(Provide documentation for all recipients in household.)      \$  per year\*
- a. Social Security income (SSI Only)  
Total received in 2012      \$ \*  
(Provide documentation for all recipients in household.)
14. Student loans and/or grants received for PARENT's education  
(Not college attending dependents or students listed in Section C.)
- a. Total received in 2012      \$ \*
- b. Total used for household expenses      \$  per year\*
15. Housing Assistance (Sec. 8, HUD, etc.)      \$  per year\*
- a. Religious Housing Assistance  
(parsonage, manse, etc.)  
Total received in 2012      \$ \*
16. Other non-taxable income (Working for cash, Adoption and/or Foster Subsidy, Worker's Comp., Disability, Pension/Retirement, etc. Identify source(s) in Section L)      \$  per year\*
- a. Any and all Military/VA Benefits and/or Compensation  
Total received in 2012 (Identify source(s) in Section L)      \$  per year\*
17. Loans/Gifts from friends or relatives      \$  per year
18. Personal Savings/Investment Accounts used for household expenses (Do not include totals listed in Section I)      \$  per year
19. Total non-taxable income for 2012      \$  per year

\*You must provide 2012 YEAR-END documentation for items 11-16a; either a YEAR-END Statement from the appropriate Public Agency, or documentation showing totals from 1/1/12-12/31/12.

## I Assets & Investments (Current Values)

22. Total amount in cash, checking, and savings accounts      \$
23. Total value of money market funds, mutual funds, stocks, bonds, CDs, or other securities      \$
24. Total value of IRA, Keogh, 401K, SEP, or other retirement accounts      \$
- a. What was your total contribution to your retirement account(s) in 2012 (IRA, Keogh, 401K, SEP, etc.)?      \$
25. If you own real estate other than your primary residence:
- a. What is the fair market value?      \$
- b. What is the amount still owed?      \$
26. Do you own a business?     Yes     No  
If Yes, please go to **Section K**.
- a. What is the fair market value of your business?      \$
- b. What is the amount still owed?      \$
27. Do you own a farm?     Yes     No  
If Yes, please go to **Section K**.
- a. What is the fair market value of your farm?      \$
- b. What is the amount still owed?      \$

Keep a copy of this completed application and all documentation for your records.

Go to next page 

Parent/Guardian A: \_\_\_\_\_  
Print Name

SS#: \_\_\_\_\_

## **K** Business Owners or Self-Employed Individuals (2012 Estimates)

If you have not filed your 2012 Tax Return, and are Self-Employed, own a business, rental property, and/or a farm - **DO NOT LEAVE BLANK**

	<u>Schedule C</u>	<u>Schedule E</u>	<u>Schedule F</u>
1. What is your total estimated <b>GROSS</b> business income?	\$ _____	\$ _____	\$ _____
2. What is your total <b>NET</b> business taxable income/loss? ( <b>DO NOT LEAVE BLANK</b> )	\$ _____	\$ _____	\$ _____
3. If your business pays your home rent or mortgage, what is the annual total?		\$ _____	
4. If your business pays for your personal automobile, what is the annual total?		\$ _____	
5. If your business pays any portion of other personal expenses, list total amount and explain in Section L.		\$ _____	
6. If you own rental property: What was the total amount of Rental Income received?		\$ _____	

## **L** Explanations (Use this space to explain any answers which may need clarification.)

## **M** Certification, Authorization, and Documentation Requirements

### WHAT IS REQUIRED TO PROCESS THIS APPLICATION

(IF ANY OF THE FOLLOWING IS MISSING, YOUR APPLICATION WILL NOT BE CONSIDERED COMPLETE.)

1. This application form filled out in its entirety, **SIGNED AND DATED BELOW** by the Parent(s)/Guardian(s) listed in Sections A and B.
2. A check or money order made payable to **PRIVATE SCHOOL AID SERVICE** in the amount of **\$15.00**. *This is a non-refundable application fee.*
- 3.

#### **If you have filed a 2012 IRS Form 1040:**

A complete photocopy of your **2012** Form 1040, 1040A, or 1040EZ (as filed with the IRS, including all Schedules). **2012** W-2 Forms, **2012** 1099/1099R, or 1098 Forms for any wage-earning adult residing with the applicant(s).

#### **If you have not yet filed a 2012 IRS Form 1040:**

A complete photocopy of your most recent Form 1040, 1040A, or 1040EZ (as filed with the IRS, with all Schedules). **2012** W-2 Forms, **2012** 1099/1099R, or 1098 Forms for any wage-earning adult residing with the applicant(s). *If this application is submitted after April 15, 2013, you must provide a copy of the 2012 Extension for Filing Request, as approved by the IRS and a copy of your last filed tax return.*

#### **If you do not file an IRS Form 1040 AND receive only non-taxable income:**

Photocopies of your **2012** YEAR-END Social Services statement (TANF, etc.). Food Stamp documentation, Housing Assistance documentation, Student Loans and/or grant documentation for parent's education, Social Security income statements showing **TOTAL AMOUNTS** received in **2012** for ALL members of the household.

- An electronic recap of this written application is available for an additional \$5 fee. You must have an email address listed in section A in order to receive the electronic recap. Please check this box and include an additional \$5 with your processing fee if you would like to receive an electronic recap.

**Checkout** →

Non-Refundable Application Processing Fee ..... \$15.00  
 Electronic Recap Fee (optional) ..... \$5.00

\*Please make checks payable to PSAS

Total

**SIGN HERE**

I/We declare that the information on this form is true, correct, and complete to the best of my/our knowledge. I/We authorize PRIVATE SCHOOL AID SERVICE to return this form and all attachments only to the schools and agencies named in Section C under contract with PSAS.

Parent/Guardian A \_\_\_\_\_

Parent/Guardian B \_\_\_\_\_

This Student Aid Form (SAF), all attachments and an analysis of your SAF are sent only to the school(s) or agencies contracting with PSAS.

**You will not receive results from PSAS.** No other agency will see or receive any information about this application or its attachments.

**Mail completed application and photocopies of all documentation to:  
PRIVATE SCHOOL AID SERVICE, P.O. BOX 89434, CLEVELAND, OH 44101-6434**

Questions? Call: (440) 892-4272

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## INTRODUCTION

**PRIVATE SCHOOL AID SERVICE (PSAS)** is under contract with the school, school system, or organization from which you obtained this application for tuition assistance. Our purpose is to provide a reasonable assessment of the ability of each family to pay for the education of their children at private and independent elementary and secondary schools.

Your Student Aid Form, all attachments, and an analysis of your SAF are sent only to the school(s) or agencies contracting with PSAS. **No other agency will receive any information about this application or its attachments.**

**PRIVATE SCHOOL AID SERVICE** does not make any decisions about recipients and amounts of financial aid awarded. Recipients and amounts of aid are determined by the designated school or agency. **YOU WILL NOT RECEIVE RESULTS FROM PRIVATE SCHOOL AID SERVICE.**

## INSTRUCTIONS

### A & B Parent, Guardian or Other Adult

This form should be filled out by the parent, guardian or other adult responsible for the tuition of the child or children attending a private or independent school contracting with PSAS. If the parents/guardians are divorced or separated, only the parent responsible for the tuition and any other adult residing in the household should fill out the form. If tuition is shared, each responsible party must complete a Student Aid Form (SAF) if financial aid is needed.

Answer *all questions* for both parent(s), stepparent(s), or guardian(s) responsible for tuition for the dependent(s) listed in Section C. **Do not leave any questions blank.** If natural parents are divorced, separated or single, answer all questions in Section E. If natural parents are divorced/separated and remarried, list information for custodial parent and new spouse. If either parent answers "self-employed," and has not filed a tax return, complete Section K.

**CALCULATIONS ARE BASED ON TOTAL HOUSEHOLD INCOME.**

### C Student Information

List all dependent children residing in your household in order of oldest to youngest. Indicate the relation to Parent/Guardian A listed in Section A of the application (i.e. child, grandchild, foster child, stepchild, etc.). If your dependents will be enrolled in any tuition charging school or agency next fall (including daycare, preschool, elementary school, high school, college, or trade school), list the name of the school, city and state where the school is located. List the grade your child(ren) will enter next fall (**2013-2014**); the amount you feel you can pay toward tuition per year, and the amount of tuition charged per student per year.

If "No" is checked for a student listed in Section C, that student will not be considered for tuition assistance. For all additional dependents, use a separate sheet.

**NOTE:** The information regarding tuition charged per student assists PSAS in making the most equitable analysis of your ability to pay for private education. If you are unsure, please estimate.

### D Household Information

**ITEM 1:** Enter total number of individuals living in the household. Include any college students claimed on the tax return. Do not include children who have moved out of the home. Include all family members dependent on and residing with the parent listed in Section A.

**ITEM 2:** Check the appropriate box indicating custodial parents' marital status. If parents are single, divorced, remarried, or separated, complete Section E.

### E Single, Divorced, Remarried, or Separated Parents

If dependent(s) parents are divorced or separated, or do not reside in the same household, the custodial parent must provide the information requested in Section E about the non-custodial parent.

**If the date of separation took place in the year 2012, PSAS will require copies of any tax returns filed jointly or independently by both parent(s)/guardian(s) for 2012. Be sure to estimate the income in Section F for 2013.**

**ITEM 4:** List the total amount of child support actually received by custodial parents listed in Sections A & B. If total received differs from court ordered amount, list only the total received.

**ITEM 6:** Indicate who is responsible for tuition and what percentage for the dependents listed in Section C.

### F Taxable Income

List all actual amounts for **2012** and estimated amounts for **2013**.

**ITEM 1:** Enter the total number of exemptions you claimed on your **2012** IRS Form 1040, 1040A, or 1040EZ.

**ITEM 2:** Enter the total **2012** taxable income earned in wages, salaries and tips for parent/guardian/other listed in SECTION A. Attach all copies of **2012** W-2 forms and/or **2012** 1099 forms from all employers.

**ITEM 3:** Enter the total **2012** taxable income earned in wages, salaries and tips for parent/guardian/other listed in SECTION B. Attach all copies of **2012** W-2 forms and/or **2012** 1099 forms from all employers.

**ITEM 4:** Enter the total net income from business (attach Schedule C or C-EZ), all rents, royalties, partnerships (attach Schedule E), and all farm income or loss (attach Schedule F). If you have received income from any of these sources and are estimating your income for **2012**, you must also fill out Section K of this application.

**ITEM 5:** Enter the total of all other taxable income from interest, dividend income (attach Schedule B if over \$400), taxable refunds, credits or offsets of state and local income taxes, alimony received, capital gain or loss (attach Schedule D). List all capital gain distributions not previously reported, total IRA distributions (if rolled-over, explain in Section L), pensions and annuities, unemployment compensation, taxable social security benefits, and any other taxable income. **Attach copies of all Form 1099/1099R, and/or Form 1098 for Interest/Dividends, Pensions/Annuities or other misc. income. Attach copies of Social Security Income statements and Unemployment Compensation documentation for year-end 2012.**

**ITEM 6:** Enter allowable adjustments to income, such as IRA payments, self-employment tax, self-employed health insurance deduction, Keogh retirement plan and self-employed SEP deductions, penalty on early savings withdrawals, and alimony paid. Add together to arrive at your total adjustments. **DO NOT** include your standard deduction or deduction amounts for each family member.

**ITEM 7:** Enter total adjusted gross income as reported on your IRS Form 1040, 1040A or 1040EZ. Attach all pages of the applicable tax form (1040, 1040A, 1040EZ) for documentation.

**ITEM 8:** Enter the Total Tax paid (not withheld) as reported on your IRS Form 1040, 1040A, or 1040EZ.

**ITEM 9a:** Enter the total of any medical and dental expenses as reported on Schedule A, line 1 of your IRS Form 1040 (attach Schedule A).

**ITEM 9b:** Enter the total amount of Charitable Contributions as reported on Schedule A, line 19 of your IRS Form 1040 (attach Schedule A).

Keep a copy of this completed application and all documentation for your records.



## G Non-Taxable Income

If you receive non-taxable income, **you must list and provide documentation of the TOTAL YEARLY AMOUNTS received in 2012** for all recipients in the household for the following: Cash Assistance (TANF), Food Stamps, Social Security income, Student loans and/or grants (received for PARENT's education), Housing assistance (Section 8, HUD, etc.), Worker's Compensation, Disability or Retirement.

**ITEM 10: Child support:** Report total amount received for **2012** for all children in the household.

**ITEM 11: Cash Assistance (TANF):** Report total amount received for **2012**.

**ITEM 12: Food Stamps:** Report total amount received for **2012**. Do not combine with TANF or Medicaid.

**ITEM 12a:** Did you receive Medicaid in **2012**?

**ITEM 13: Social Security benefits:** Report the total non-taxable (**SSA/SSD, etc.**) amount received in **2012** for all recipients in household.

**ITEM 13a: Social Security benefits:** Report the total non-taxable (**SSI ONLY**) amount received in **2012** for all recipients in household.

**ITEM 14: Student loans and/or grants:** Report the total amount received in **2012** for PARENT'S education. Do not list loans, grants or scholarships received for dependents in Section C. Identify how much of this income was used for household expenses in **2012**.

**ITEM 15: Housing assistance:** Report the total amount received for **2012**. Identify in Section L all sources of Housing assistance (government assistance, Section 8, HUD, family/friends or other sources), including monies received toward rental/mortgage payments and/or utilities.

**ITEM 15a: Religious Housing assistance:** Report the total amount received for **2012**.

**ITEM 16: Other non-taxable income:** Report all additional non-taxable income received in **2012** including: Working for cash, Deductible IRA or Keogh payments; untaxed portions of pensions; tax exempt interest income; foreign income exclusion; Workers' Compensation; cash support or any money paid on your behalf, including support from a non-custodial parent or any other person (do not include court ordered support here); adoption and/or foster care subsidy, or any other benefit or income not subject to taxation by any government (Refugee Assistance, etc.). Identify source(s) in Section L.

**ITEM 16a: Any and all Military/VA Benefits and/or Compensation:** Provide your Leave and Earnings Statement (if applicable) and report the total amount received for **2012** of food and other living allowances paid to members of the military, veterans non-education benefits (Death Pension, Dependency and Indemnity Compensation, etc.), VA Educational Work-Study, etc. Identify source(s) in Section L.

**ITEM 17: Loans/Gifts received from friends or relatives:** Report the total amount received in **2012**.

**ITEM 18: Personal Savings/Investment Accounts:** Report the total amount used in **2012** for household expenses.

**ITEM 19: Total non-taxable income for 2012:** Add together Items 10-18.

## H Housing Information

**ITEMS 20 and 21:** If you rent your home or apartment, list your monthly rental or lease payment here, including amounts paid by household and other sources.

## I Assets and Investments

**ITEM 22:** List total of current balances in cash, savings, and checking accounts. Do not include IRAs or Keoghs.

**ITEM 23:** List total current market value of money market funds, mutual funds, stocks, bonds, CDs or other securities.

**ITEM 24:** List total current market value of all retirement funds, including IRA, Keogh, 401K, and SEP plans or other retirement accounts. List total amount contributed in **2012** for Item 24a.

**ITEM 25:** Answer Items 25a and 25b for any and all investment real estate (not including the family's primary residence), if applicable. Second homes, rental properties, and land contracts should be included.

**ITEM 26:** If you own a business, check the Yes box and answer Items 26a and 26b. If you have not filed your **2012** tax return, complete Section K of this application.

**ITEM 27:** If you own a farm, check the Yes box and answer Items 27a and 27b. If you have not filed your **2012** tax return, complete Section K of this application.

## J Unusual Circumstances

Check any and all items that apply to your situation. If your circumstances require explanation beyond the scope of this application, please notify the school to which you are applying and also include a letter of explanation with this application.

## K Business Income

**Provide 2012 Business Income Estimates if you have not filed your 2012 Tax Return.**

**ITEM 1:** List estimated total GROSS business income for **2012**.

**ITEM 2:** List estimated total NET taxable business income/loss for **2012**.

**ITEM 3:** List the total amount paid by business in **2012** for home rent or mortgage.

**ITEM 4:** List the total amount paid by business in **2012** for personal automobile.

**ITEM 5:** List the total amount of personal expenses paid by business in **2012** that do not fall into one of the categories above.

**ITEM 6:** List total amount of estimated rental income received in **2012**.

If providing income estimates for more than one business, corporation or farm (Schedule C, Schedule E and/or Schedule F) please list information for each business, corporation or farm separately. Use additional sheet or Section L, if necessary.

## L Explanation

If any specific question requires clarification, write a brief explanation in this space. If your circumstances require explanation beyond the scope of this application, please notify the school to which you are applying.

## M Certification, Authorization, and Documentation Requirements

You **must** sign the form in this section. Your signature authorizes PSAS to release the form and attachments to the contracting schools indicated in Section C. By signing the form, you also certify that the information submitted is correct. This application CANNOT be processed without the appropriate signature(s) and the appropriate documentation.

## REQUIRED DOCUMENTATION

### If you have filed your 2012 IRS Form 1040:

You must submit photocopies of all pages of your **2012** Federal Tax Return Form 1040, 1040A or 1040EZ (as filed with the IRS, with all Schedules, **2012** W-2 Forms, **2012** 1099/1099R, or 1098 Forms for any wage-earning adult residing with the applicant(s)). *Do not include your State tax return unless requested.*

### If you have not filed your 2012 IRS Form 1040:

You must submit photocopies of all **2012** W-2 Forms, **2012** 1099/1099R, or 1098 Forms for any wage-earning adult residing with the applicant(s), and photocopies of all pages of your most recent Federal Tax Return Form 1040, 1040A or 1040EZ (as filed with the IRS, with all Schedules). ***If this application is submitted after April 15, 2013, you must provide a copy of the 2012 Extension for Filing Request, as approved by the IRS.***

### If you are an Independent Contractor or self-employed and have not filed your 2012 IRS form 1040:

You must complete Section K and submit photocopies of all pages of your most recent Federal Tax Return Form 1040, 1040A or 1040EZ (as filed with the IRS, with all Schedules), **2012** W-2 Forms, **2012** 1099/1099R, or 1098 Forms for any wage-earning adult residing with the applicant(s). ***If this application is submitted after April 15, 2013, you must provide a copy of the 2012 Extension for Filing Request, as approved by the IRS.***

### If you receive non-taxable income:

You must submit photocopies of your **2012** YEAR-END (**01/01/12 - 12/31/12**) Cash Assistance documentation (TANF, etc.), Food Stamp documentation, Housing Assistance documentation, Student loan and/or grant documentation (for PARENT's education), Social Security Income statements, showing the **TOTAL AMOUNT** received in **2012** for ALL members of the household. If you list any total for line 16, you must identify source(s) in Section L.

**SCHOOL CODE LIST**  
**LIST THE CODE IN SECTION C OF THE APPLICATION**

Code	School Name	City	Grades
40235	St. Peter School	Antioch	Pre-K - 8
40204	Our Lady of the Wayside	Arlington Heights	Pre-K - 8
40000	St. James School	Arlington Heights	Pre-K - 5
40208	St. Anne School	Barrington	Pre-K - 8
40001	Our Lady of Humility School	Beach Park/Zion	Pre-K - 8
40002	St. Leonard School	Berwyn	Pre-K - 8
40003	St. Odilo School	Berwyn	Pre-K - 8
40004	St. Benedict School	Blue Island	Pre-K - 8
40005	St. Barbara School	Brookfield	Pre-K - 8
40006	St. Mary School	Buffalo Grove	Pre-K - 8
40007	St. Albert the Great School	Burbank	Pre-K - 8
40009	Academy of St. Benedict (Lafin St.)	Chicago	Pre-K - 8
40010	Academy of St. Benedict (Stewart Ave.)	Chicago	Pre-K - 8
40011	Alphonsus Academy	Chicago	Pre-K - 8
40012	Annunciata	Chicago	Pre-K - 8
40013	Bridgeport Catholic Academy	Chicago	Pre-K - 8
40014	Cardinal Bernardin Early	Chicago	Pre-K - 3
40016	Chicago Jesuit Academy	Chicago	5 - 7
40215	Children of Peace School	Chicago	Pre-K - 8
40017	Christ the King School	Chicago	Pre-K - 8
40018	Epiphany	Chicago	Pre-K - 8
40020	Frances Xavier Warde (Old St. Patrick Campus)	Chicago	Pre-K - 4
40019	Frances Xavier Warde (Holy Name Cathedral Campus)	Chicago	5 - 8
40021	Holy Angels	Chicago	Pre-K - 8
40022	Immaculate Conception (Exchange Ave.)	Chicago	K - 4
40232	Immaculate Conception School (N. Park Ave.)	Chicago	Pre-K - 8
40202	Immaculate Conception School (Talcott Ave.)	Chicago	Pre-K - 8
40023	Josephinum Academy	Chicago	6 - 12
40024	Maternity B.V.M.	Chicago	K - 8
40025	Mount Carmel Academy	Chicago	K - 8
40026	Nativity B.V.M.	Chicago	Pre-K - 8
40027	Northside Catholic Academy (Middle School Campus)	Chicago	6 - 8
40217	Northside Catholic Academy (Primary Campus)	Chicago	Pre-K - 5
40255	Notre Dame High School for Girls	Chicago	9 - 12
40247	Old St Mary's	Chicago	Pre-K - 5
40028	Our Lady of Grace	Chicago	Pre-K - 8
40239	Our Lady of Guadalupe	Chicago	K - 8
40029	Our Lady of Tepeyac	Chicago	Pre-K - 8
40264	Our Lady of Tepeyac High School	Chicago	9-12
40030	Our Lady of the Snows	Chicago	Pre-K - 8
40218	Our Lady of Victory School	Chicago	Pre-K - 8
40031	Pope John Paul II Catholic	Chicago	Pre-K - 8
40226	Queen of All Saints School	Chicago	Pre-K - 8
40032	Queen of Angels School	Chicago	Pre-K - 8
40033	Queen of Martyrs School	Chicago	Pre-K - 8
40034	Queen of the Universe	Chicago	Pre-K - 8
40036	Sacred Heart (Sheridan Rd.)	Chicago	K - 8
40035	Sacred Heart School (E. 96th St.)	Chicago	Pre-K - 8
40040	San Miguel Center	Chicago	6 - 8
40039	San Miguel-Comer Campus	Chicago	5 - 8
40041	Santa Lucia	Chicago	Pre-K - 8
40038	St. Agatha	Chicago	Pre-K - 8
40245	St. Agnes of Bohemia	Chicago	Pre-K - 8

Code	School Name	City	Grades
40042	St. Ailbe	Chicago	Pre-K - 8
40043	St. Andrew	Chicago	Pre-K - 8
40044	St. Angela	Chicago	Pre-K - 8
40045	St. Ann	Chicago	K - 8
40046	St. Barbara	Chicago	Pre-K - 8
40047	St. Barnabas School	Chicago	Pre-K - 8
40048	St. Bartholomew	Chicago	Pre-K - 8
40049	St. Bede the Venerable	Chicago	Pre-K - 8
40207	St. Benedict Elementary	Chicago	Pre-K - 8
40196	St. Benedict High School	Chicago	9 - 12
40050	St. Bruno	Chicago	Pre-K - 8
40051	St. Cajetan School	Chicago	Pre-K - 8
40052	St. Christina School	Chicago	Pre-K - 8
40211	St. Clement School	Chicago	Pre-K - 8
40053	St. Columbanus	Chicago	Pre-K - 8
40054	St. Constance	Chicago	Pre-K - 8
40055	St. Cornelius School	Chicago	Pre-K - 8
40056	St. Daniel the Prophet	Chicago	Pre-K - 8
40057	St. Dorothy	Chicago	Pre-K - 8
40201	St. Edward School	Chicago	Pre-K - 8
40058	St. Elizabeth	Chicago	Pre-K - 8
40059	St. Ethelreda	Chicago	Pre-K - 8
40060	St. Eugene School	Chicago	Pre-K - 8
40061	St. Ferdinand	Chicago	Pre-K - 8
40062	St. Florian	Chicago	Pre-K - 8
40063	St. Francis Borgia School	Chicago	Pre-K - 8
40192	St. Francis de Sales High School	Chicago	9 - 12
40064	St. Gabriel	Chicago	Pre-K - 8
40065	St. Gall	Chicago	Pre-K - 8
40066	St. Genevieve	Chicago	Pre-K - 8
40258	St. Gregory the Great High School	Chicago	9 - 12
40067	St. Helen	Chicago	Pre-K - 8
40068	St. Helena of the Cross	Chicago	Pre-K - 8
40233	St. Hilary School	Chicago	Pre-K - 8
40069	St. Hyacinth Basilica	Chicago	Pre-K - 8
40070	St. Jane De Chantal School	Chicago	Pre-K - 8
40071	St. Jerome School	Chicago	Pre-K - 8
40248	St. John Berchmans	Chicago	Pre-K - 8
40072	St. John De La Salle	Chicago	Pre-K - 8
40073	St. John Fisher School	Chicago	Pre-K - 8
40074	St. Josaphat School	Chicago	Pre-K - 8
40075	St. Juliana School	Chicago	Pre-K - 8
40076	St. Ladislaus	Chicago	Pre-K - 8
40077	St. Malachy School	Chicago	Pre-K - 8
40078	St. Margaret Mary	Chicago	Pre-K - 8
40079	St. Margaret of Scotland	Chicago	Pre-K - 8
40080	St. Mary of the Angels	Chicago	Pre-K - 8
40081	St. Mary of the Lake	Chicago	Pre-K - 8
40082	St. Mary of the Woods School	Chicago	Pre-K - 8
40083	St. Mary Star of the Sea	Chicago	Pre-K - 8
40084	St. Matthias/Transfiguration	Chicago	Pre-K - 8
40085	St. Michael School (S. Shore Dr.)	Chicago	Pre-K - 8
40086	St. Monica School	Chicago	Pre-K - 8
40087	St. Nicholas of Tolentine	Chicago	Pre-K - 8
40088	St. Nicholas Ukrainian Cathedral School	Chicago	Pre-K - 8
40089	St. Pascal	Chicago	Pre-K - 8
40090	St. Paul/Our Lady of Vilna	Chicago	K - 8
40091	St. Philip Neri	Chicago	Pre-K - 8

**SCHOOL CODE LIST**  
**LIST THE CODE IN SECTION C OF THE APPLICATION**

Code	School Name	City	Grades
40092	St. Pius V	Chicago	Pre-K - 8
40093	St. Procopius	Chicago	Pre-K - 8
40094	St. Rene Goupil School	Chicago	Pre-K - 8
40095	St. Richard	Chicago	Pre-K - 8
40231	St. Robert Bellarmine School	Chicago	K - 8
40096	St. Sabina	Chicago	Pre-K - 8
40097	St. Stanislaus Kostka	Chicago	Pre-K - 8
40098	St. Sylvester	Chicago	Pre-K - 8
40099	St. Symphorosa	Chicago	Pre-K - 8
40229	St. Tarcissus School	Chicago	Per-K - 8
40100	St. Thecla School	Chicago	Pre-K - 8
40101	St. Therese Chinese Catholic	Chicago	Pre-K - 8
40102	St. Thomas of Canterbury	Chicago	Pre-K - 8
40103	St. Thomas the Apostle	Chicago	Pre-K - 8
40104	St. Turibius	Chicago	Pre-K - 8
40242	St. Viator	Chicago	Pre-K - 8
40105	St. Walter	Chicago	Pre-K - 8
40216	St. William	Chicago	Pre-K - 8
40246	Visitation	Chicago	Pre-K - 8
40106	St. Agnes School	Chicago Heights	Pre-K - 8
40107	St. Kieran School	Chicago Heights	Pre-K - 8
40108	Our Lady of the Ridge	Chicago Ridge	K - 8
40109	Our Lady of Charity School	Cicero	Pre-K - 8
40110	St. Frances of Rome School	Cicero	Pre-K - 8
40111	Holy Cross School	Deerfield	Pre-K - 8
40112	Our Lady of Destiny	Des Plaines	Pre-K - 8
40230	St. Zachary School	Des Plaines	Pre-K - 8
40113	Queen of the Rosary School	Elk Grove Village	Pre-K - 8
40114	St. Celestine School	Elmwood Park	Pre-K - 8
40115	Pope John XXIII School	Evanston	Pre-K - 8
40116	St. Athanasius School	Evanston	K - 8
40117	St. Joan of Arc School	Evanston	Pre-K - 8
40118	Most Holy Redeemer School	Evergreen Park	Pre-K - 8
40119	St. Bernadette School	Evergreen Park	Pre-K - 8
40120	Infant Jesus of Prague	Flossmoor	Pre-K - 8
40121	St. Bernardine School	Forest Park	Pre-K - 8
40243	Our Lady of Perpetual Help	Glenview	Pre-K - 8
40122	St. Catherine Laboure	Glenview	Pre-K - 8
40123	St. Gilbert School	Grayslake	Pre-K - 8
40199	St. Patricia School	Hickory Hills	Pre-K - 8
40124	St. James School	Highwood	Pre-K - 8
40125	St. Domitilla School	Hillside	Pre-K - 8
40126	St. Hubert School	Hoffman Estates	Pre-K - 8
40127	St. Joseph School	Homewood	Pre-K - 8
40128	St. Bede School	Ingleside	Pre-K - 8
40221	Holy Family Catholic Academy	Inverness	Pre-K - 8
40129	St. Cletus School	La Grange	Pre-K - 8
40130	St. Francis Xavier School	La Grange	Pre-K - 8
40131	St. Louise De Marillac	La Grange Park	Pre-K - 8
40132	East Lake Academy	Lake Forest	Pre-K - 8
40133	School of St. Mary (Primary Grade Center)	Lake Forest	Pre-K - 3
40134	School of St. Mary (Upper Grade Center)	Lake Forest	4 - 8
40135	Prince of Peace School	Lake Villa	Pre-K - 8
40136	St. Francis De Sales School	Lake Zurich	K - 8
40137	St. Ann School	Lansing	Pre-K - 8
40037	Everest Academy	Lemont	Pre-K - 8
40138	SS. Cyril & Methodius School	Lemont	Pre-K - 8
40139	St. Alphonsus/St. Patrick	Lemont	Pre-K - 8

Code	School Name	City	Grades
40223	St. Joseph School	Libertyville	Pre-K - 8
40141	St. Lawrence O'Toole School	Matteson	Pre-K - 8
40142	Sacred Heart School	Melrose Park	Pre-K - 8
40143	St. Christopher School	Midlothian	Pre-K - 8
40145	St. Emily School	Mt. Prospect	Pre-K - 8
40144	St. Raymond School	Mt. Prospect	Pre-K - 8
40146	Santa Maria Del Popolo School	Mundelein	Pre-K - 5
40147	St. Mary of the Annunciation	Mundelein	Pre-K - 5
40148	St. John Brebeuf School	Niles	Pre-K - 8
40149	Academy of St. Priscilla	Norridge	Pre-K - 2
40150	St. Norbert School	Northbrook	Pre-K - 8
40151	St. John Vianney School	Northlake	Pre-K - 8
40152	St. Damian School	Oak Forest	K - 8
40153	St. Catherine of Alexandria	Oak Lawn	Pre-K - 8
40154	St. Gerald School	Oak Lawn	Pre-K - 8
40155	St. Germaine School	Oak Lawn	Pre-K - 8
40156	St. Linus School	Oak Lawn	Pre-K - 8
40157	St. Louis De Montfort School	Oak Lawn	Pre-K - 8
40158	Ascension School	Oak Park	Pre-K - 8
40159	St. Catherine-St.Lucy	Oak Park	Pre-K - 8
40160	St. Edmund School	Oak Park	Pre-K - 8
40161	St. Giles School	Oak Park	Pre-K - 8
40205	Cardinal Joseph Bernardin	Orland Hills	Pre-K - 8
40244	St. Michael School	Orland Park	Pre-K - 8
40236	St. Theresa School	Palatine	Pre-K - 8
40162	St. Thomas of Villanova	Palatine	Per-K - 8
40163	Incarnation School	Palos Heights	Pre-K - 8
40164	St. Alexander School	Palos Heights	Pre-K - 8
40253	Leo High School	Park Ridge	9 - 12
40165	Mary Seat of Wisdom School	Park Ridge	Pre-K - 8
40250	St. Paul of the Cross School	Park Ridge	Pre-K - 8
40166	St. Alphonsus Liguori School	Prospect Heights	Pre-K - 8
40167	St. Vincent Ferrer School	River Forest	Pre-K - 8
40168	St. Cyprian School	River Grove	Pre-K - 8
40249	St. Luke School	RiverForest	Pre-K - 8
40228	St. Mary School	Riverside	Pre-K - 8
40169	St. Colette School	Rolling Meadows	Pre-K - 8
40170	St. Joseph School	Round Lake	Pre-K - 8
40214	St. Maria Goretti School	Schiller Park	Pre-K - 8
40171	St. Peter School	Skokie	Pre-K - 8
40172	Christ our Savior	South Holland	Pre-K - 8
40206	Seton Academy High School	South Holland	9 - 12
40173	St. John the Evangelist	Streamwood	K - 8
40174	St. Joseph School	Summit	Pre-K - 8
40175	St. George School	Tinley Park	K - 8
40176	St. Patrick School	Wadsworth	Pre-K - 8
40177	Frassati Catholic Academy	Wauconda	6 - 8
40178	Transfiguration School	Wauconda	Pre-K - 5
40179	Academy of Our Lady	Waukegan	Pre-K - 8
40180	St. Anastasia School	Waukegan	Pre-K - 8
40181	Divine Infant Jesus School	Westchester	Pre-K - 8
40182	Divine Providence School	Westchester	Pre-K - 8
40234	St. John of the Cross School	Western Springs	Pre-K - 8
40183	St. Francis Xavier School	Wilmette	Per-K - 8
40220	St. Joseph School	Wilmette	Pre-K - 8
40184	Sacred Heart School	Winnetka	Pre-K - 8
40185	SS. Faith, Hope & Charity	Winnetka	Pre-K - 8