



community school of music and arts

**CSMA USE ONLY**

**Tuition Assistance Approved:**  
**YES** \_\_\_ **NO** \_\_\_ % \_\_\_  
**Semester:** \_\_\_ **FA** \_\_\_ **SP** \_\_\_ **SU**

## Financial Aid Application - Required Each Semester

Please read the CSMA Financial Aid Policy on the reverse side of this form before completing the information below. Only one application per family is required. The CSMA Registration Office will notify you once your application has been reviewed. All financial aid must be approved before students can be assigned to a private lesson teacher or enrolled in a class. **Financial Aid is for students 18 and under.**

**Student 1 Name** \_\_\_\_\_ **Age** \_\_\_\_\_

**Student 2 Name** \_\_\_\_\_ **Age** \_\_\_\_\_

**Address** \_\_\_\_\_ **City** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Parent 1** \_\_\_\_\_ **Employer** \_\_\_\_\_ **Work #** \_\_\_\_\_

**Parent 2** \_\_\_\_\_ **Employer** \_\_\_\_\_ **Work #** \_\_\_\_\_

**Email** \_\_\_\_\_ **Home Phone:** \_\_\_\_\_

### Program Applying for:

- Private Lessons       Preschool Classes  
 Music Classes       Art Clubs  
 Art Classes       Vacation Camps

Income	Amount per Month
From Work	\$ _____
From Child Support	\$ _____
From Family/Friends	\$ _____
Unemployment	\$ _____

**\*Note: Can only be used toward one program a semester**

To be eligible for tuition assistance, parents or legal guardians must provide the following **copies**:

1. Federal tax return, (1<sup>st</sup> page only)
2. W2 forms documenting all income on tax return
3. Previous 2 months' pay stubs for all wage earners in the family

**OR**

Free or reduced school lunch letter  
Housing/Section 8 voucher

I have read and agree to abide by the rules and regulations associated with the CSMA Financial Aid Policy (printed on the back of this page). I understand that incomplete applications not accompanied by proper financial documentation will be delayed and that no determination of eligibility will be made until application is complete. I further understand that I am responsible for the portion of the tuition payment that Financial Aid does not cover.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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Finn Center, 230 San Antonio Circle, Mountain View, CA 94040 tel 650.917.6800 fax 650.917.6813 www.arts4all.org

## CSMA Financial Aid Policy

In keeping with our commitment to Arts for All, CSMA offers financial aid in the form of Tuition Assistance (TA) or Work-Study (WS) opportunities to qualified students of all ages. Financial aid may be applied to either private lessons, classes, camps or art clubs.

**Parents/Adult students must re-apply for assistance at the beginning of each semester.** Available funds are determined at the beginning of each Fiscal Year and are distributed on a sliding scale. In keeping with Federal Assistance guidelines, the percentage of tuition assistance or work-study awarded to each family is based on income level and number of dependents. All financial aid must be approved before students can be assigned to a private lesson teacher or enrolled in a class. (Enrollment deadlines are listed in the CSMA course catalog and online.)

- **Tuition Assistance** is provided to children who attend school through the 12<sup>th</sup> grade or age 18, whichever occurs first. To be eligible for tuition assistance, parents or legal guardians must provide the following **copies**:
  1. Federal tax return, (1<sup>st</sup> page only)
  2. W2 forms document all income on tax return
  3. Previous 2 months' pay stubs for all wage earners in the family
- **Work-Study:** Adult students or parents/guardians of students younger than age 16 may apply for work-study through the Student Services Office on a semester-by-semester basis. Work-study assignments are based on availability and need; qualified individuals must have the ability to complete assigned task(s) with minimal guidance and supervision. Examples of work-study assignments include: database entry, phone/desk reception, filing, bulk mailings, ushering, event support and technical assistance. The Operations Director interviews qualified work-study applicants and determines the exchange rate. Currently all administrative work-study positions have an exchange rate of \$10 per hour and all technical positions have an exchange rate of \$16 per hour. To apply, please submit the documents outlined for Tuition Assistance as well as a resume or letter detailing previous work experience and indicating your area of interest. This will help us place you in a suitable work-study position.

## Attendance Policy for Students Receiving Financial Aid

Please note that students are expected to attend all lessons and classes. Students who miss more than 50% of their scheduled classes or lessons will be ineligible for Financial Aid the following semester. Warnings will be issued after 3 unexcused absences. Please notify your teacher of absences in advance.

Further requirements for Private Lesson students include teacher acknowledgement that student is working to full potential, and student participation in recitals.

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