



Student Aid Form 2012 - 2013

PARENT NAME

ESAP Educational Scholarship Assistance Program

Available to Boys and Girls entering the 5th, 6th, 7th and 8th Grades at the schools listed below

Code	School	Code	School	Code	School
1014...	Holy Family	3828...	St. Antoninus	1015...	St. Joseph
3816...	Our Lady of Lourdes	3830...	St. Bernard, Taylor's Creek	3843...	St. Jude
3818...	Our Lady of Victory	3831...	St. Catharine of Siena	3844...	St. Lawrence
3819...	Our Lady of Visitation	3835...	St. Dominic	3847...	St. Martin of Tours
1017...	Resurrection of Our Lord	3838...	St. Ignatius Loyola	3934...	St. Peter Claver
3825...	St. Aloysius Gonzaga	3840...	St. James, White Oak	3853...	St. Teresa of Avila
3826...	St. Aloysius on-the-Ohio	3926...	St. John, Dry Ridge	3861...	St. William
		3897...	St. John the Baptist, Harrison	List School Code in Section C	

This form must be postmarked no later than **MARCH 1, 2012.**

TO COMPLETE THIS APPLICATION YOU WILL NEED TO INCLUDE:

Please note: This application requires documentation for income received in 2011.

- Detailed copies of all pages and Schedules of your **2011** 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.
- Copies of all **2011** W-2 Wage and Tax Statement Forms, all **2011** 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 8 1/2 x 11 paper - documentation CANNOT be returned.**)
- Documentation of TOTAL AMOUNTS received in **2011** for all Non-Taxable Income (see Section G for specific requirements).
- Check or Money Order payable to PRIVATE SCHOOL AID SERVICE for the non-refundable application fee of \$24.00 (**All returned checks will incur an additional fee of \$25.00.**)
- 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.

To check the processing status of your application, go to www.psas.org.

STUDENT NAME

Student Aid Form • 2012 - 2013

● 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 _____ E-mail Address _____

Employed by _____ How Long? _____ 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.

Are you Catholic? Yes No Parish Code: _____
 (See Parish Code List)

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 _____ E-mail Address _____

Employed by _____ How Long? _____ 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.

Are you Catholic? Yes No Parish Code: _____
 (See Parish Code List)

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 2012? _____
 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.

1	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 2012 DO NOT ABBREVIATE		Grade in the fall of 2012	Applying for Aid? check one		Amount I/We feel I/We can pay toward tuition?	Tuition charged yearly per student?	School Code (See front cover page)
						City and State			Yes	No			
1						School Name			<input type="radio"/>	<input type="radio"/>			
						City and State							
2						School Name			<input type="radio"/>	<input type="radio"/>			
						City and State							
3						School Name			<input type="radio"/>	<input type="radio"/>			
						City and State							
4						School Name			<input type="radio"/>	<input type="radio"/>			
						City and State							
5						School Name			<input type="radio"/>	<input type="radio"/>			
						City and State							

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 2012-2013 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 2011? _____

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 **2011** 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 2011	Estimate 2012
1. Total number of exemptions claimed on Federal Income Tax form.	[]	[]
2. Parent/Guardian A total taxable income from W-2 wages. (Total income for Parent A only)	\$ _____	\$ _____
3. Parent/Guardian B total taxable income from W-2 wages. (Total income for Parent B only)	\$ _____	\$ _____
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) See 2011 1040 lines 12, 17, and 18	\$ _____	\$ _____
5. Other non-work taxable income from interest, dividends, alimony, unemployment, and non-business income. See 2011 1040 lines 8a, 9a-11, 13, 14, 15b, 16b, 19-21; See 2011 1040A lines 8a-14b	\$ _____	\$ _____
6. Allowable "Adjustments to Income" as reported on your IRS 1040, 1040A, or 1040EZ. See 2011 1040 line 36 or 1040A line 20	\$ _____	\$ _____
7. Total "Adjusted Gross Income" as reported on your IRS 1040, 1040A, or 1040EZ. See 2011 1040 line 37 or 1040A line 21	\$ _____	\$ _____
8. Total Tax Paid as reported on your IRS 1040, 1040A, or 1040EZ. See 2011 1040 line 61 or 1040A line 35	\$ _____	\$ _____
9a. Medical/Dental expenses as reported on Schedule A, line 1 of your IRS 1040 form.	\$ _____	\$ _____
9b. Charitable Contributions as reported on Schedule A, line 19 of your IRS 1040 form.	\$ _____	\$ _____

H Housing Information (DO NOT LEAVE BLANK)

20. Do you rent or own your residence? Rent Own (go to line 22)
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
- c. Are you current on your monthly payment? Yes No
- If No, what was the total amount paid in 2011? \$ _____
22. If you own a residence:
- a. What is the current market value? \$ _____
- b. What is the amount still owed, including home equity loans? \$ _____
- c. What is the monthly mortgage payment? \$ _____ per month
- d. Are you current on your monthly payment? Yes No
- If No, what was the total amount paid in 2011? \$ _____

G Non-Taxable Income

List the **total amount** received from 1/1/11-12/31/11 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 and/or W.I.C. \$ _____ per year*
- a. Medicaid received in 2011? 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 2011 \$ _____*
- (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 2011 \$ _____*
- 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 2011 \$ _____*
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 2011 (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 2011 \$ _____ per year

*You must provide 2011 YEAR-END documentation for items 11-16a; either a YEAR-END Statement from the appropriate Public Agency, or documentation showing totals from 1/1/11-12/31/11.

I Assets & Investments (Current Values)

23. Total amount in cash, checking, and savings accounts \$ _____
24. Total value of money market funds, mutual funds, stocks, bonds, CDs, or other securities \$ _____
25. Total value of IRA, Keogh, 401K, SEP, or other retirement accounts \$ _____
- a. What was your total contribution to your retirement account(s) in 2011 (IRA, Keogh, 401K, SEP, etc.)? \$ _____
26. If you own real estate other than your primary residence:
- a. What is the fair market value? \$ _____
- b. What is the amount still owed? \$ _____
27. 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? \$ _____
28. 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? \$ _____

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

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

Go to next page

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 (**2012-2013**); 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 2011, PSAS will require copies of any tax returns filed jointly or independently by both parent(s)/guardian(s) for 2011. Be sure to estimate the income in Section F for 2012.

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 **2011** and estimated amounts for **2012**.

ITEM 1: Enter the total number of exemptions you claimed on your **2011** IRS Form 1040, 1040A, or 1040EZ.

ITEM 2: Enter the total **2011** taxable income earned in wages, salaries and tips for parent/guardian/other listed in SECTION A. Attach all copies of **2011** W-2 forms and/or **2011** 1099 forms from all employers.

ITEM 3: Enter the total **2011** taxable income earned in wages, salaries and tips for parent/guardian/other listed in SECTION B. Attach all copies of **2011** W-2 forms and/or **2011** 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 **2011**, you must also fill out Section K of this application. (See **2011 1040 lines 12, 17, and 18, enter sum total.**)

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 2011.** (See **2011 1040 lines 8a, 9a-11, 13, 14, 15b, 16b, 19-21, or 1040A lines 8a-14b, enter sum total.**)

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. (See **2011 1040 line 36, or 1040A line 20.**)

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. (See **2011 1040 line 37, or 1040A line 21.**)

ITEM 8: Enter the Total Tax paid (not withheld) as reported on your IRS Form 1040, 1040A, or 1040EZ. (See **2011 1040 line 61, or 1040A line 35.**)

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 2011** 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 **2011** for all children in the household.

ITEM 11: Cash Assistance (TANF): Report total amount received for **2011**.

ITEM 12: Food Stamps and/or W.I.C.: Report total amount received for **2011**. Do not combine with TANF or Medicaid.

ITEM 12a: Did you receive Medicaid in **2011**?

ITEM 13: Social Security benefits: Report the total non-taxable (SSA/SSD, etc.) amount received in **2011** for all recipients in household.

ITEM 13a: Social Security benefits: Report the total non-taxable (SSI ONLY) amount received in **2011** for all recipients in household.

ITEM 14: Student loans and/or grants: Report the total amount received in **2011** 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 **2011**.

ITEM 15: Housing assistance: Report the total amount received for **2011**. 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 **2011**.

ITEM 16: Other non-taxable income: Report all additional non-taxable income received in **2011** 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 **2011** 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 **2011**.

ITEM 18: Personal Savings/Investment Accounts: Report the total amount used in **2011** for household expenses.

ITEM 19: Total non-taxable income for 2011: 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.

ITEM 21c: Indicate whether you are current on your monthly rental payment and if not, what the actual amount was that you paid in **2011**.

ITEM 22a: Determine the present value of the family home and list it. Local real estate agents should be able to help you if you are unsure.

ITEM 22b: Check with your lending institution and enter the amount still owed, including second mortgages.

ITEM 22d: Indicate whether you are current on your monthly mortgage payment and if not, what the actual amount was that you paid in **2011**.

I Assets and Investments

ITEM 23: List total of current balances in cash, savings, and checking accounts. Do not include IRAs or Keoghs.

ITEM 24: List total current market value of money market funds, mutual funds, stocks, bonds, CDs or other securities.

ITEM 25: 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 **2011** for Item 25a.

ITEM 26: Answer Items 26a and 26b 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 27: If you own a business, check the Yes box and answer Items 27a and 27b. If you have not filed your **2011** tax return, complete Section K of this application.

ITEM 28: If you own a farm, check the Yes box and answer Items 28a and 28b. If you have not filed your **2011** 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 2011 Business Income Estimates if you have not filed your 2011 Tax Return.

ITEM 1: List estimated total GROSS taxable business income for **2011**.

ITEM 2: List estimated total NET taxable business income/loss for **2011**.

ITEM 3: List the total amount paid by business in **2011** for home rent or mortgage.

ITEM 4: List the total amount paid by business in **2011** for personal automobile.

ITEM 5: List the total amount of personal expenses paid by business in **2011** that do not fall into one of the categories above.

ITEM 6: List total amount of estimated rental income received in **2011**.

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 2011 IRS Form 1040:

You must submit photocopies of all pages of your **2011** Federal Tax Return Form 1040, 1040A or 1040EZ (as filed with the IRS, with all Schedules, **2011** W-2 Forms, **2011** 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 2011 IRS Form 1040:

You must submit photocopies of all **2011** W-2 Forms, **2011** 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, 2012, you must provide a copy of the 2011 Extension for Filing Request, as approved by the IRS.***

If you are an Independent Contractor or self-employed and have *not* filed your 2011 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), **2011** W-2 Forms, **2011** 1099/1099R, or 1098 Forms for any wage-earning adult residing with the applicant(s). ***If this application is submitted after April 15, 2012, you must provide a copy of the 2011 Extension for Filing Request, as approved by the IRS.***

If you receive non-taxable income:

You must submit photocopies of your **2011** YEAR-END (01/01/11 - 12/31/11) 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 **2011** for ALL members of the household. If you list any total for line 16, you must identify source(s) in Section L.

Archdiocese of Cincinnati

PARISH CODE LIST

<p>Amelia 1500 St. Bernadette</p> <p>Arnheim 1501 St. Mary (Georgetown)</p> <p>Batavia 1502 Holy Trinity</p> <p>Beavercreek 1503 St. Luke</p> <p>Bethel 1504 St. Mary</p> <p>Blanchester 1505 Holy Name</p> <p>Botkins 1506 Immaculate Conception</p> <p>Bradford 1507 Immaculate Conception</p> <p>Burkettsville 1508 St. Bernard</p> <p>Camden 1509 St. Mary</p> <p>Carthagena 1510 St. Aloysius</p> <p>Cassella 1511 Nativity BVM (Maria Stein)</p> <p>Celina 1512 Immaculate Conception</p> <p>Chickasaw 1513 Precious Blood</p> <p>Cincinnati 1516 All Saints 1521 Annunciation 1525 Assumption (Walnut Hills) 1526 Assumption (Mt. Healthy) 1528 Bellarmine Chapel (Xavier Univ.) 1514 Cathedral of St. Peter in Chains 1537 Corpus Christi (New Burlington) 1544 Good Shepherd 1545 Guardian Angels 1546 Holy Cross-Immaculata (Mt. Adams) 1547 Holy Family 1548 Holy Name 1549 Holy Trinity (Norwood) 1551 Immaculate Heart of Mary (Anderson) 1576 Mother of Christ 1577 Nativity of Our Lord 1578 Old St. Mary 1579 Our Lady of Lourdes 1580 Our Lady of Victory 1581 Our Lady of Visitation 1582 Our Lady of the Rosary (Greenhills) 1583 Our Lady of the Sacred Heart (Reading) 1584 Our Lord Christ the King 1568 Prince of Peace 1588 Resurrection of Our Lord 1591 Sacred Heart 1587 SS. Peter and Paul (Reading) 1515 St. Agnes 1517 St. Aloysius Gonzaga 1518 St. Aloysius on-the-Ohio 1519 St. Andrew 1520 St. Ann 1522 St. Anthony (Madisonville) 1523 St. Anthony of Padua 1524 St. Antonius 1527 St. Bartholomew 1529 St. Bernard (Taylor's Creek) 1530 St. Bernard (Winton Place) 1531 St. Bonaventure</p>	<p>1532 St. Boniface 1533 St. Catherine of Siena (Westwood) 1534 St. Cecilia (Oakley) 1535 St. Clare 1536 St. Clement (St. Bernard) 1538 St. Dominic (Delhi) 1539 St. Francis de Sales 1540 St. Francis Seraph 1541 St. Francis Xavier (Downtown) 1542 St. Gabriel (Glendale) 1543 St. Gertrude (Madeira) 1550 St. Ignatius Loyola (Monfort Heights) 1552 St. James of the Valley (Wyoming) 1553 St. James the Greater (White Oak) 1554 St. Jerome 1555 St. John Fisher (Newton) 1556 St. John Neumann 1557 St. John the Baptist (Dry Ridge) 1559 St. John the Evangelist (Deer Park) 1560 St. John Vianney 1561 St. Joseph 1562 St. Joseph (North Bend) 1563 St. Jude (Bridgetown) 1564 St. Lawrence 1565 St. Leo the Great 1566 St. Louis (Downtown) 1567 St. Margaret Mary (N. College Hill) 1569 St. Mark 1570 St. Martin de Porres (Lincoln Heights) 1571 St. Martin of Tours (Cheviot) 1572 St. Mary (Hyde Park) 1573 St. Matthias the Apostle 1574 St. Michael (Sharonville) 1575 St. Monica/St. George (Newman Center) 1586 St. Peter in Chains Cathedral 1589 St. Robert Bellarmine 1590 St. Rose 1592 St. Saviour (Rossmoyne) 1593 St. Simon the Apostle 1594 St. Stephen 1595 St. Teresa of Avila 1596 St. Therese the Little Flower 1597 St. Thomas More (Withamsville) 1598 St. Veronica (Mt. Carmel) 1599 St. Vincent de Paul 1600 St. Vincent Ferrer (Kenwood) 1601 St. Vivian (Finneytown) 1602 St. William 1603 St. Xavier (Downtown)</p> <p>Coldwater 1604 Holy Trinity</p> <p>Covington 1605 St. Teresa of the Infant Jesus</p> <p>Cranberry Prairie 1606 St. Francis</p> <p>Dayton 1611 Ascension 1614 Corpus Christi 1615 Emmanuel 1619 Holy Angels 1620 Holy Cross 1621 Holy Family 1622 Holy Trinity 1624 Incarnation (Centerville) 1629 Mary Help of Christians (Fairborn)</p>	<p>1630 Our Lady of Good Hope (Miamisburg) 1631 Our Lady of Mercy 1632 Our Lady of the Immaculate Conception 1633 Our Lady of the Rosary 1635 Precious Blood 1636 Queen of Apostles 1637 Queen of Martyrs 1638 Resurrection 1607 St. Adalbert 1608 St. Agnes 1609 St. Albert the Great 1610 St. Anthony 1612 St. Barbara Byzantine 1625 St. Benedict the Moor 1613 St. Charles Borromeo (Kettering) 1616 St. Francis of Assisi (Centerville) 1617 St. Helen 1618 St. Henry 1623 St. Ignatius Antioch 1626 St. Joseph 1627 St. Luke (Beavercreek) 1628 St. Mary 1634 St. Peter (Huber Heights) 1639 St. Rita 1640 St. Stephen</p> <p>Eaton 1641 Visitation</p> <p>Egypt 1642 St. Joseph (Minster)</p> <p>Englewood 1643 St. Paul</p> <p>Fairborn 1644 Mary Help of Christians</p> <p>Fairfield 1645 Sacred Heart</p> <p>Fayetteville 1646 St. Patrick</p> <p>Franklin 1647 St. Mary</p> <p>Frenchtown 1648 Holy Family 1651 Holy Family (Versailles)</p> <p>Fort Loramie 1649 St. Michael</p> <p>Fort Recovery 1650 Mary Help of Christians</p> <p>Fryburg 1652 St. John (Wapakoneta)</p> <p>Georgetown 1653 St. George</p> <p>Germantown 1654 St. Augustine</p> <p>Glynnwood 1655 St. Patrick</p> <p>Greenfield 1656 St. Benignus</p> <p>Greenville 1657 St. Mary</p> <p>Hamilton 1658 St. Ann 1659 St. Joseph 1660 St. Julie Brillart 1661 St. Peter in Chains</p> <p>Harrison 1662 St. John the Baptist</p> <p>Hillsboro 1663 St. Mary</p> <p>Jamestown 1664 St. Augustine</p> <p>Lebanon</p>	<p>1665 St. Francis de Sales</p> <p>Loveland 1666 St. Columban 1667 St. Margaret of York (Twenty Mile Stand)</p> <p>McCartyville 1668 Sacred Heart</p> <p>Maria Stein 1669 St. John the Baptist</p> <p>Mason 1670 St. Susanna</p> <p>Mechanicsburg 1671 St. Michael</p> <p>Middletown 1673 Holy Family</p> <p>Milford 1674 St. Andrew 1675 St. Elizabeth Ann Seton (Mt. Repose)</p> <p>Millville 1676 Queen of Peace</p> <p>Minster 1677 St. Augustine</p> <p>Monroe 1678 Our Lady of Sorrows</p> <p>Montezuma 1679 Our Lady of Guadalupe</p> <p>Morrow 1680 St. Phillip</p> <p>Mt. Orab 1681 St. Michael</p> <p>New Bremen 1682 Holy Redeemer</p> <p>New Carlisle 1683 Sacred Heart</p> <p>New Paris 1684 St. John the Evangelist</p> <p>New Richmond 1685 St. Peter</p> <p>New Vienna 1686 St. Michael (Greenfield)</p> <p>Newport 1687 SS. Peter and Paul</p> <p>North Bend 1688 St. Joseph</p> <p>North Lewisburg 1689 Immaculate Conception</p> <p>North Star 1690 St. Louis</p> <p>Osgood 1691 St. Nicholas</p> <p>Owensville 1692 St. Louis 1693 St. Philomena (Stonelick)</p> <p>Oxford 1694 St. Mary Campus Ministry</p> <p>Peebles 1695 St. Mary Queen of Heaven</p> <p>Philothea 1696 St. Mary (Coldwater)</p> <p>Piqua 1697 St. Boniface 1698 St. Mary</p> <p>Rhine 1699 St. Lawrence (Botkins)</p> <p>Ripley 1700 St. Michael</p> <p>Rockford 1701 St. Teresa</p> <p>Russells Point 1702 St. Mary of the Woods</p> <p>Russia 1703 St. Remy</p>	<p>St. Anthony 1704 St. Anthony (Fort Recovery)</p> <p>St. Henry 1705 St. Henry</p> <p>St. Martin 1706 St. Martin</p> <p>St. Marys 1707 Holy Rosary</p> <p>St. Paris 1708 Sacred Heart</p> <p>St. Joseph 1709 St. Joseph (Fort Recovery)</p> <p>St. Peter 1710 St. Peter (Fort Recovery)</p> <p>St. Rose 1711 St. Rose</p> <p>St. Sebastian 1712 St. Sebastian (Celina)</p> <p>St. Wendelin 1713 St. Wendelin (Fort Recovery)</p> <p>Sardinia 1714 St. Elizabeth</p> <p>Shandon 1715 St. Aloysius</p> <p>Sharpsburg 1716 St. Paul (Fort Recovery)</p> <p>Sidney 1717 Holy Angels</p> <p>Springfield 1718 St. Bernard 1719 St. Joseph 1720 St. Mary 1721 St. Raphael 1722 St. Teresa of the Child Jesus</p> <p>South Charleston 1723 St. Charles Borromeo</p> <p>Stonelick 1724 St. Philomena</p> <p>Tipp City 1725 St. John the Baptist</p> <p>Trenton 1726 Holy Name</p> <p>Troy 1727 St. Patrick</p> <p>Urbana 1728 St. Mary</p> <p>Vandalia 1729 St. Christopher</p> <p>Versailles 1730 St. Denis</p> <p>Wapakoneta 1731 St. Joseph</p> <p>Waynesville 1732 St. Augustine</p> <p>West Chester 1733 St. John 1734 St. Maximillian Kolbe</p> <p>West Milton 1735 Church of the Transfiguration</p> <p>West Union 1736 Holy Trinity</p> <p>Williamsburg 1737 St. Ann</p> <p>Wilmington 1738 St. Columbkille</p> <p>Withamsville 1739 St. Thomas More</p> <p>Yellow Springs 1740 St. Paul</p> <p>Xenia 1741 St. Brigid</p>
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* List Parish Code in Section A and B of the SAF.

Avoiding the Most Common Errors

THE MOST COMMON ERROR THAT APPLICANTS MAKE IS SENDING THE APPLICATION INCOMPLETE. IN ORDER FOR AN APPLICATION TO BE REVIEWED, IT MUST INCLUDE:

- All pages of your **2011** IRS Form 1040, 1040A, or 1040EZ (Federal Income Tax Return). **Do not send your state tax return, recap, or tax summary.** (If you have not yet filed your **2011** IRS Form 1040, or you do not file, please see the Required Documentation Section of the instructions.)
- **2011** W-2 and/or 1099 Forms for individual(s) listed in Sections A and B (**Please make sure all documentation is copied on regular 8½ x 11 paper**).
- Non-taxable income verification.
- A check or money order for the non-refundable application fee of \$24.00. All returned checks will be subject to an additional \$25.00 fee.
 - ✓ Print clearly and neatly with a blue or black ball point pen.
 - ✓ **Make a photocopy of your completed Student Aid Form and all supporting documentation for your records.**
 - ✓ Do not staple ANYTHING to the Student Aid Form.
 - ✓ Submit the original application only.
 - ✓ Affix proper postage to the envelope (applications without sufficient postage will be returned by the post office).
 - ✓ If you would like to receive notification that PRIVATE SCHOOL AID SERVICE has received your application, enclose a self-addressed stamped postcard or envelope with your application.
 - ✓ **Do not send any original documents. Originals cannot be returned.**

PSAS CANNOT PROCESS YOUR APPLICATION IF YOU HAVE NOT INCLUDED THE REQUIRED DOCUMENTATION AND APPLICATION FEE.

Other Common Errors

A & B Parent, Guardian, or Other Adult

List the parent, guardian or other adult responsible for tuition and any other adult residing in the household. Complete each section in its entirety, including age, social security number, and name of employer. If you are self-employed, check the box and refer to Section K.

C Student Information

List all dependent children, including college students, in order of oldest to youngest. *If any dependents will attend a tuition charging school next fall, fill in all columns for those children.*

D Household Information

This section should include the total number of parents, children and other individuals residing in the household. Any household member listed as "Other" should be identified, using Section L if necessary for explanation.

E Single, Divorced, Remarried, or Separated Parents

This section should be completed by the custodial parent with information about the non-custodial parent.

F Taxable Income

Answer Items 1–9b for BOTH **2011** and **2012**. *YOU MUST include documentation of all income received by both parents/guardians residing with the applicant(s).* If you are divorced or separated and receive child support, list the yearly amount in Section G, Item 10.

G Non-Taxable Income

List the **YEARLY** amounts received for Items 10-19. *Remember, do not list monthly amounts.*

H Housing Information

If you rent your home, list your monthly rental payment, including any payments made by sources other than the household. If you own your home, answer Items 22a, b, c, and d.

I Assets and Investments

Enter the totals for Items 23, 24, and 25 based on your investment, savings, and/or checking statements. If you own rental or investment property, answer Items 26a and 26b. *You must include Schedule E from your IRS Form 1040.*

If you answered "Yes" to Items 27 or 28 and are estimating **2011** income, complete Section K of the application. *You must include Schedule C, E and/or Schedule F from your IRS Form 1040.*

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 (if estimating 2011 income)

Answer each question that pertains to your estimated income.

L Explanation

If you feel that any specific question requires clarification and/or an explanation, write a brief summary in the space provided.

M Certification, Authorization, and Documentation Requirements

Confirm that you have attached **ALL REQUIRED DOCUMENTATION** and that you have signed the application.