

HCPSS Financial Assistance Request Form

Students may apply for financial assistance by completing the request form below and **providing documentation** demonstrating financial hardship to the Department of Program Innovation and Student Well-being (10920 Clarksville Pike, Room B-48, Ellicott City, MD 21042) or InnovativePathways@hcpss.org.

Eligibility

Students currently receiving Free and Reduced Meals (FARMs) through HCPSS **automatically qualify for 50% tuition reduction** and do not have to submit documentation of that status.

Additionally, **any family** of an HCPSS student may apply for financial assistance by completing this form and providing documentation, including:

- Students who receive FARMs but require financial assistance beyond the 50% reduction
- Students who do not receive FARMs but require financial assistance

Students who are in temporary housing or homeless **do not need to complete this form**, but should contact their home school's Pupil Personnel Worker (PPW) and request submission of a SITH waiver directly to the Department of Program Innovation and Student Well-being.

Due to the already reduced cost of tuition, **no financial assistance is offered to students enrolling in a credit recovery course**.

Review of Financial Assistance Requests

The Financial Assistance Committee will meet to review all completed requests. Parents or students may indicate a financial assistance request on the applicable registration form; however, requests **will not be reviewed until supporting documentation is received** by the Department of Program Innovation and Student Well-being.

- All documentation is **confidential**, consistent with all HCPSS data privacy policies.
- Financial assistance requests **will not be reviewed without documentation**. Families will be notified of the application results within five (5) school days of review by the Financial Assistance Committee.
- Students are required to **submit an initial payment of at least \$50 of the reduced tuition** pending approval of the financial assistance application review.

Student Name:	Grade:
School:	Counselor:
Program: <input type="checkbox"/> Digital Education <input type="checkbox"/> Evening Program <input type="checkbox"/> Summer Program	
Are you eligible to graduate within the current school year? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Students whose FARMs status is already registered with the HCPSS do not need to submit proof of income or receipt of FARMs. All other applicants are required to submit one of the following: <input type="checkbox"/> Tax return <input type="checkbox"/> Pay stubs	
Additional Financial Hardship (Check all that apply)	Additional Documentation
<input type="checkbox"/> Unemployment of a parent/guardian	<input type="checkbox"/> Termination letter from former employer <input type="checkbox"/> Copy of unemployment assistance check <input type="checkbox"/> Other:
<input type="checkbox"/> Pending foreclosure or eviction	<input type="checkbox"/> Notice from mortgage company or rental agency demonstrating eviction or foreclosure <input type="checkbox"/> Other:
<input type="checkbox"/> Medical hardship	<input type="checkbox"/> Bill from medical provider showing insurance does not fully cover medical expenses <input type="checkbox"/> Other:
<input type="checkbox"/> Government assistance	<input type="checkbox"/> Verification of assistance (Social Security, Disability, Housing Vouchers, Medicaid, or SNAP benefits) <input type="checkbox"/> Copy of EBT card <input type="checkbox"/> Other:
<input type="checkbox"/> Other financial hardship	<input type="checkbox"/> Letter from HCPSS school staff <input type="checkbox"/> Other:
Number of members in household:	Total gross (before tax & deductions) monthly income (including job earnings, welfare, child support, alimony, pensions, social security, and/or other income):

For the Department of Program Innovation and Student Well-being Use Only:

<input type="checkbox"/> Approved <input type="checkbox"/> Not approved	Tuition Amount: Reduction Amount:	Remaining Balance:
Comments:		

