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.
<table>
<thead>
<tr>
<th>Student Name:</th>
<th>Grade:</th>
</tr>
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<tbody>
<tr>
<td>School:</td>
<td>Counselor:</td>
</tr>
<tr>
<td>Program:</td>
<td></td>
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<tr>
<td>□ Digital Education  □ Evening Program  □ Summer Program</td>
<td></td>
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<tr>
<td>Are you eligible to graduate within the current school year?</td>
<td>□ Yes  □ No</td>
</tr>
</tbody>
</table>

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:**

- □ Tax return
- □ Pay stubs

### Additional Financial Hardship
(Check all that apply)

<table>
<thead>
<tr>
<th>Unemployment of a parent/guardian</th>
<th>Termination letter from former employer</th>
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<tbody>
<tr>
<td>□</td>
<td>□ Copy of unemployment assistance check</td>
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<td></td>
<td>□ Other:</td>
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<thead>
<tr>
<th>Pending foreclosure or eviction</th>
<th>Notice from mortgage company or rental agency demonstrating eviction or foreclosure</th>
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<tbody>
<tr>
<td>□</td>
<td>□ Other:</td>
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<table>
<thead>
<tr>
<th>Medical hardship</th>
<th>Bill from medical provider showing insurance does not fully cover medical expenses</th>
</tr>
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<tbody>
<tr>
<td>□</td>
<td>□ Other:</td>
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<table>
<thead>
<tr>
<th>Government assistance</th>
<th>Verification of assistance (Social Security, Disability, Housing Vouchers, Medicaid, or SNAP benefits)</th>
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<tbody>
<tr>
<td>□</td>
<td>□ Copy of EBT card</td>
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<td></td>
<td>□ Other:</td>
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<tr>
<th>Other financial hardship</th>
<th>Letter from HCPSS school staff</th>
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<tbody>
<tr>
<td>□</td>
<td>□ Other:</td>
</tr>
</tbody>
</table>

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:

- □ Approved  □ Not approved
- Tuition Amount:  Reduction Amount:  Remaining Balance:

Comments: