



Tuition Adjustment Program formerly Financial Aid

2018/19

The German International School provides need based tuition adjustment (formerly financial aid) to members of the community with a demonstrated need. The School encourages all families to submit an application if they feel that the tuition and fees of attending the school will cause an undue hardship. The School keeps all information in the application strictly confidential and ONLY members of the Tuition Adjustment Committee have access to this information. The committee is made up of members of the administration who utilize an independent third party named Financial Aid for School Tuition (FAST) in making award decisions. FAST provides the School with need based financial aid analysis which is based on the Washington Metropolitan area cost of living and ensures that the process for establishing financial need adheres to nationally established standards.

To apply for aid, please login to FAST by going on our website to **ADMISSIONS > Tuition Adjustment Program** on the School's website. Grants are made for one school year only. Therefore, you must re-apply each year.

The application process is self guided. You may navigate in and out of the program, allowing you to partially complete an application and return to it later. The charge for the application is \$43 which needs to be paid by credit card when the application is submitted.

After submitting the online application, you will be required to mail your 2017 Federal and State tax returns with all schedules and W-2s. If you do not have your 2017 returns, please provide your 2016 tax returns and your 2017 W-2. If you do not file tax returns in the US, please provide documentation which support your financial status and include a letter from your employer with your rate of pay (and that of your spouse if he/she works).

These documents should be mailed to: *(please include the school's name on the outside of the envelope)*

FAST Processing
ISM
1316 North Union Street
Wilmington, DE 19806-2594

FAST provides phone support 24 hours a day everyday and also provides online email support if you have any questions with the FAST application process. Their phone number is 877.326.3278. Their email support is accessed through the online portal link.

All applications must be submitted by March 15, 2018. The application includes questions which provide you the opportunity to provide any additional information you would like the committee to consider. GISW will mail decisions by April 13, 2018. After receiving your award decision, you may ask the Committee to perform a second review if you believe there was an error. Should you decide, based upon the award decision, to withdraw your student's enrollment, you may do so and will be released from the related tuition obligation. Since tuition adjustment funds are limited and demand is high, late filing of materials may result in not receiving a grant.

If you need more information, please contact Courtney Lieb at 301.767.3809 or clieb@giswashington.org.