

Financial Appeal Procedure

Per new procedures from the Diocese of Peoria and our Pastor's Board and Board of Trustees the Principal or any school administration will no longer have any association with granting additional financial aid awards.

The sole responsibility will be the finance committee which consist of members of our Marquette Family and area community members. The committee will review all financial aid appeals and then determine based on financial data any money received as scholarships/grants and extenuating circumstances the release of additional funds.

At no time will the committee have access to names or address of applicants.

Each family under consideration will go by their FACTS ID#.

All data will be regarded as highly confidential.

All families under consideration must have had to complete the FACTS application (and applied to the Spaulding Scholarship) if eligible to be considered for additional appeal aid.

This year Marquette Academy has a specific amount to be utilized for financial aid once these funds are utilized no more aid will be distributed.

The deadline for the submission of final appeal forms for financial aid will be the day after the last scheduled registration period in July. There will be no EXCEPTIONS OF RECEIPT after this date.

A summary of the applications will then be created to turn into the finance committee which will meet in July to determine the distribution of funds. Please be aware that if register late after final registration date, not only will you be charged a \$250. late fee, it is also very likely that all financial aid monies will already be GONE. Please keep this in mind while choosing your registration date.

If you have any questions you may give me a call.

Sincerely,

Lisa Tenut
Business Manager



MARQUETTE ACADEMY

Academic Excellence in a Catholic Community

Each family that received financial aid will be required to work 1 hour per \$100 received. There will be many opportunities throughout the year to fulfill this requirement. If you do not work the hours by end of school year the financial aid amount will be added back to your tuition.

It is your responsibility to fill out the attached form after each event and send to Mrs. Roberson (High School) or Mrs. Mann (Elementary School) so that your family's hours are correctly recorded.

FAMILY NAME: _____

Total Dollar Amount Received: _____

Total Hours to work for the current school year: _____

Marquette Representative

Family Representative

Thank you

**Mrs. Tenut
Business Manager
815-433-0125 ext. 1012**

MARQUETTE ACADEMY FINANCIAL CO-OP.

Family Name: _____

Student Name: _____

Date: _____

Brief Description of project: _____

Start Time: _____ am/pm End Time: _____ am/pm
circle one

Total hours worked: _____

Confirmed by: _____
Signature of Marquette Academy Employee

For accurate recording, it is extremely important that all completed forms be placed in Mrs. Roberson's or Tenut's mailbox in the main office at the high school. Completed forms may also be left with Mrs. Mann at the elementary campus she will see that I get them. Any family member can work.

Your comments are welcomed: _____

_____ Thank you.

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