

Checklist for a Spalding Scholarship Application for 2023-2024

- Thoroughly **read the Protocols and Procedures for details** on how to complete the application process.
- Submit the **FACTS Grant & Aid Application** online at online.factsmgt.com/aid.
- Pay the **application fee** online to FACTS Management.
- Upload your **2022 federal income tax return and ALL supporting tax schedules and documents** to FACTS Management **by April 28, 2023**.
- Upload your **2022 W-2 Wage & Tax Statements** to Facts Management **by April 28, 2023**.
- Ask your **parish pastor to submit a recommendation** to the Diocesan Office of Catholic Schools that your family is in good standing in the parish.
- If your student received an Illinois Tax Credit Scholarship (TCS) for 2023-2024, do not apply for a Spalding scholarship. Students are ineligible to receive a Spalding scholarship if they receive a full or partial TCS.

Apply as early as you can, but **ALL DOCUMENTS MUST BE UPLOADED TO FACTS BY THE DEADLINE DATE OF APRIL 28, 2023** for the application to be considered for the Spalding Scholarship. FACTS will no longer accept any paper documents.

FACTS CONTACT INFORMATION:

You can chat with a FACTS representative online if you have a question when completing the application.

Online application:

online.factsmgt.com/aid

Customer Service number:

(866) 315-9262
