



**GRACE Scholarship Process  
School Year 2022-2023**

GRACE Scholars is a Georgia Student Scholarship Organization (SSO) serving Catholic school students in the Archdiocese of Atlanta and the Diocese of Savannah through (33) participating Catholic schools. **All GRACE awards are made on the basis of financial need.** Please follow the steps below to guide you through the scholarship process:

- 1. Submit an application** for enrollment to the school of your choice. Complete any steps necessary for acceptance. **Simultaneously inquire about available Financial Aid including GRACE Scholarships.**
- 2. Complete the online application** to FACTS Grant and Aid or the designated outside financial aid company **by March 1. (The school has information on financial aid companies).** FACTS or other financial aid companies use the application information to calculate the student's/family's financial need. Financial need is based on several variables including family income, number of children, and tuition rate. Tax documents will be required. There is no maximum family income. FACTS or other designated financial aid company reports the calculated financial need to the school and then the school determines scholarship awards based on need and funding available for scholarships.
- 3. Complete the GRACE Scholars Scholarship Application** and submit the application to the school. Additional documentation will be required as noted under the "Certification" section of the application. All additional documentation must be attached to the application. **March 1** is the deadline for awards announced during the spring enrollment period. Applications submitted after the March 1 deadline will be reviewed in the order received upon completion and may be subject to the availability of funds at that time.
4. Each school reviews applications and makes recommendations to GRACE. The GRACE staff reviews applications for compliance and availability of funds and the GRACE executive committee determines final award decisions. The annual award will not exceed the lesser of calculated financial need, 80% of tuition, or the state index calculated by the Georgia Department of Education. Awards cover the student's career at the school as long as demonstrated financial need eligibility is maintained.
5. GRACE Scholars generates an award letter addressed to the parent/guardian and sends it to the school principal/president. Included with the letter is an acceptance letter. The schools provide award letters to parents/guardians, collect signed acceptance letters, and return them to GRACE. Once notified of an award, the family must accept or decline the award to finalize the scholarship process. If a response is not given to the school within the stated deadline, the award is subject to being given to another family in need. **It is the responsibility of the family to maintain contact with the school during this process.** The school is responsible for non-award notifications.
6. Checks are issued to the school in the names of the parents/guardians in July and August. Schools notify the parents/guardians who are required to go to the school to endorse the checks. **No award check can be issued unless a signed acceptance letter is on file with GRACE.**

***The school is your primary contact regarding the GRACE application and award process. Please direct any questions to the school president, principal, or designated scholarship representative.***

**PARENTS/GUARDIANS: PLEASE SUBMIT THE APPLICATION TO THE SCHOOL.**

**GRACE Scholars**

**Scholarship Application Form**

**COMPLETE ONE APPLICATION PER STUDENT. PLEASE PRINT OR TYPE CLEARLY.**

For School Year: 2022-2023

Grade in August 2022: \_\_\_\_\_

Gender:  Male  Female

Student Name: \_\_\_\_\_

Catholic school applied to: \_\_\_\_\_ City: \_\_\_\_\_

School attended in 2021-2022: \_\_\_\_\_ City: \_\_\_\_\_

Student's Address: \_\_\_\_\_

*The address on the proof of Georgia residence must match the Student's Address.*

City, State, Zip: \_\_\_\_\_

Parent/Guardian Name(s): 1. \_\_\_\_\_ 2. \_\_\_\_\_

*Please print or type clearly*

*Please print or type clearly*

*Parent/guardian #1 should be the parent/guardian with the best daytime availability to go to the school to sign documents.*

Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**CERTIFICATION**

By my/our initial(s) and signature(s), I/we affirm and certify that the following statements are true and correct:

\_\_\_\_\_ **For all students.** I/we are the parent(s) or guardian(s) of the above referenced student. This student resides with me/us in the State of Georgia. I/we have attached **proof of residence which documents residency at the address given above.** (Acceptable proofs of residence include a copy of a parent/guardian's Georgia driver's license or other form of government issued photo ID card, a recent utility bill, rent receipt, or voided check with address.) **The address on the proof of Georgia residence must match the Student's Address.**

\_\_\_\_\_ **For all students.** I/we have submitted an application (including tax documents) to the financial aid company used by the school to determine calculated financial need, and the school has received **evidence of the financial aid application.**

\_\_\_\_\_ **For students entering 2<sup>nd</sup> grade or above and transferring from a public school.** The student referenced above is transferring directly from a Georgia public school. I/we have attached a copy of the student's public school transcript or latest report card as **evidence of public school attendance.** (Transcript or report card should show school's name and address and name of school system.)

\_\_\_\_\_ **For students entering 2<sup>nd</sup> grade or above seeking exemption from public school transfer rule.** The exemptions are listed below. I/we will cooperate with the school to provide information and documentation regarding an exemption for my/our child.

- Student is receiving assistance from GRACE or another student scholarship organization (SSO).
- Student has been home schooled for a year or more.
- Student is zoned to attend a low performing public school.
- Student was subject to physical violence and/or verbal abuse at a Georgia public school.

Signature of parent/guardian 1: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of parent/guardian 2: \_\_\_\_\_ Date: \_\_\_\_\_

**For school use. Date received:**

\_\_\_\_\_ Proof of Georgia residence \_\_\_\_\_ Calculated financial need

\_\_\_\_\_ Proof of public school attendance (2<sup>nd</sup> grade and above)

\_\_\_\_\_ Proof of exemption from public school transfer rule (2<sup>nd</sup> grade or above)

\_\_\_\_\_ Evidence that financial aid application has been submitted

**Revision date: 9/23/21**