

Covenant Tuition Services

Covenanting to Serve Christian Schools as unto the Lord
www.cts-tuition.com

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Tuition Assistance Service Agreement 2016-2017 Academic Year

School Name _____

City, State Zip _____

Primary Contact _____ Position _____

Phone (Ext) _____ Email _____

Alternate Contact _____ Position _____

Phone (Ext) _____ Email _____

Approximate number of applicants expected _____

Applications can be completed with our online site or in paper form via mail, fax, or email

Agreement

The Standard fee of \$20 per application will remain in effect for 2016-2017

(Initials)

Payment with PayPal or credit/debit card will add a \$2 processing fee

(Initials)

Deadline you would like to use on your customized 2016-2017 application

Please keep in mind that CTS will need a minimum of 3 business days after this deadline to get all late entries completed

Please choose your preferred method of receiving CTS reports:

Circle one: Mailed copy, Faxed copy, Emailed copy, Dropbox account

(Initials)

New for 2016-2017:

For processing all applications will require a full 2015 Federal Tax return (form1040 pages 1 and 2), all 2015 W-2s, and the following schedules if they are filed A, C, E, and F.

(Initials)

After CTS attempts to contact a family for missing information, that family will be added to a list that will be updated weekly and forwarded to you. This "on-hold" report will contain the parent's name(s), the information that is needed, and how/when CTS attempted to contact them.

(Initials)



Completed by _____

(Print name)

(Signature)

We look forward to great new season with you! ~ CTS Staff