

BROOKLYN FRIENDS SCHOOL
ENROLLMENT AND FINANCIAL AID INFORMATION AND FAQ

Inherent in Brooklyn Friends School's mission is our dedication to creating an inclusive community that reflects the socioeconomic range of Brooklyn and New York. Access and affordability are the key goals to achieve in the creation and management of this vital program. Financial aid affirms our commitment to helping make a Brooklyn Friends School education available to students, regardless of their economic means, by bridging the gap between what a family can pay and the cost of tuition.

Brooklyn Friends' need-based program provides financial aid to qualified families. The program has a limited budget and, while the School cannot guarantee aid, we endeavor to provide aid to the widest socio-economic range of students our funds can afford. The School believes that parents have an obligation to pay the educational expenses of their children; therefore, every family is expected to have explored all financing avenues available to them before a grant is awarded, including loans and contributions by other family members. All Brooklyn Friends School families pay some tuition.

Each year, the administration will recommend to the Board of Trustees the percentage of gross tuition dollars believed to be sufficient to meet current and anticipated student financial need. A range will be provided as part of the recommendation, providing the administration with room for judgment in making awards.

GUIDELINES

BFS uses TADS, an organization which helps independent schools across the country determine the financial need of a family. TADS is also the company through which all tuition payments are made to BFS. In reviewing each application for aid, the Financial Aid Committee considers both the TADS recommendation and any additional financial information the family is asked to provide, including the family's other children, additional dependents, all sources of income, priority of spending, debts and expenses. (*See FAQ: Who receives aid?*) Applications for financial aid must be completed online at www.tads.com. A processing fee is paid to TADS; failure to do so may delay the evaluation. You may contact TADS for assistance in completing the application or to check application status. TADS does **not** have award information.

Financial aid applications are available online and should be filed with TADS as soon as possible in the fall prior to the academic year a family is hoping to receive aid. Failure to submit information in a timely manner will delay processing and possibly jeopardize any award for which a family may qualify.

- All information submitted is kept in the strictest confidence.
- Tuition grants are made for students beginning in Kindergarten.
- Financial aid is awarded with priority to returning students, siblings, children of Quaker families who are members of New York Quarterly Meeting, BFS faculty and staff and alumni/ae. All applications must be submitted by the appropriate deadline.

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- Tuition accounts for currently enrolled students must be in good standing with the Business Office to receive a financial aid award. All families are required to meet payment schedules under the terms of the enrollment agreement. Failure to do so may result in dismissal or loss of a financial aid award.
- Awards will not be considered unless complete financial information is received from *all* parents, custodial and non-custodial. In the case of parents separated, divorced, or never married, all parents are required to complete the financial aid application fully. It is expected that all parents and appropriate step-parents contribute to the cost of the student's tuition and fees. The committee will take into consideration the parent's financial commitment to his or her other children, if applicable.
- The Financial Aid Committee does not feel bound by the assertion that one parent disclaims responsibility for educational expenses. However, if a non-custodial parent is unavailable or has no contact with the student, the School will accept a letter from an attorney, clergy person or school official attesting to the absence of the non-custodial parent.
- If a family has no children under the age of six, it is expected that both parents will be employed. If one parent chooses not to work, income will be imputed to that parent for the purposes of awards calculation. If the parent is not working because he or she is caring for an infant or an elderly family member, or is ill, this should be explained to the committee in a letter accompanying the paperwork submitted to TADS.
- Families **must apply** for financial aid **every year**. Receipt of an award for one year does not guarantee receipt of an award for every year.
- Families should anticipate tuition increases each year. As tuition increases, families who receive financial aid should anticipate that their financial obligation to BFS will increase as well.
- In the event of a change in financial circumstances, families receiving aid are expected to notify the Business Office for the purpose of recalculation.
- Financial aid determinations are usually included with the initial enrollment contract.
- While there is no obligation to repay a financial aid grant, it is hoped that all families, regardless of financial aid status, will make an effort to contribute to the BFS Annual Fund to assist the school in awarding financial aid to other students in the future.

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- We want to remind you that all families are expected to contribute positively to the school community, to maintain an acceptable academic standard, be in good standing financially, and demonstrate positive social behavior.

COVERED EXPENSES

Brooklyn Friends School recognizes familial contributions to educational expenses as an integral part of financial responsibility. Financial aid at BFS does not cover all expenses a family may incur during the course of the school year. Financial aid provides assistance for a portion of tuition only. Lunch is provided to all students in Grades 3-12 regardless of whether they receive financial aid.

TUITION 2016-17

Family Center and Preschool	Tuition varies based on attendance
Kindergarten – Grade 2	\$36,900
Grades 3-12	\$39,000

FREQUENTLY ASKED QUESTIONS

Q: *Who may apply for financial aid?*

A: Financial aid is available to any family that is enrolled at BFS or has applied for admission in Grades Kindergarten through 12. There is no aid available for Family Center or Preschool enrollment.

Q: *Does need for financial aid affect an application for admission?*

A: Every year there are more applicants for financial aid than available funds. BFS admissions decisions are not influenced by a family's need for financial aid. It is possible, however, that there will not be sufficient funds for all students who are accepted.

Q: *Will every admitted student eligible for financial aid receive it?*

A: BFS is unable to provide aid to every qualified student. However, students who qualify are never *denied* aid; rather, they are placed on the financial aid wait list in the hopes that funds will become available.

Q: *Are there additional funds available for Quaker families?*

A: If you are a member of the New York Quarterly Meeting, you may also apply for aid through the New York Quarterly Education Fund to the Phoebe Anna Thorne Scholarship Committee. Priority is given to elementary and secondary students who are attending Quaker schools. Applications are generally due in January and notification is mailed in May. The BFS Financial Aid Committee will not take this aid into account when determining your family's tuition grant.

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Q: *Who receives aid?*

A: During the 2015-16 academic year Brooklyn Friends School provided aid to 26% of students. Aid recipients come from families with a wide range of incomes, thus ensuring a balanced student body. Award amounts ranged from \$2,000 to \$36,800. In the 2015-16 academic year the BFS financial aid program awarded over five million dollars (\$5,657,510).

Q: *Who determines aid awards?*

A: Aid awards are determined by the financial aid committee, composed of BFS staff and administrators, with the aid of TADS evaluation. So that there will be no influence on the academic experience of a student, the Head of School, division heads and faculty are not members of the committee and have no input or influence on aid awards. Faculty members and other staff with direct contact with students have no access to financial aid information.

Q: *What costs does financial aid cover?*

A: Financial aid grants are applied to tuition, which covers the costs of the regular school day program, including books, regular overnight class trips and lunch service for grades 3-12. All fees or costs for the Afterschool Program, optional field trips, and other incidentals are the responsibility of families.

Q: *When will I be notified of my award?*

A: If you are awarded financial aid, the award amount will be included in the enrollment contract. For returning families in good financial and academic standing, these contracts are released in January. Contracts for accepted families are released according to [ISAAGNY](#) guidelines, throughout the month of February and on a rolling basis. Once an award notification is sent, families are expected to accept or decline the award by the deadline stated in the contract. If this timeline is not met, BFS reserves the right to re-allocate the assistance to an alternate candidate. Students who have been placed on the Financial Aid Waitlist may be offered awards at any time throughout the spring or summer if additional funds become available. Applications for rolling admission after February will be processed if spaces exist. If an application is received after the regular admissions season, the possibility of receiving financial aid is greatly reduced.

Q: *How does the TADS program calculate my family's contribution to tuition or ability to pay?*

A: TADS uses a formula to estimate the financial resources your family may have available to pay school costs. The formula considers your income, what you own (your house and other investments), what you owe (your mortgage and other debts), the size of your family, and how many family members are enrolled in tuition-charging schools or colleges, among other factors.

After making allowances for basic necessities, taxes, and certain other expenses, TADS determines the portion of your remaining funds which would be available to pay school

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costs. BFS uses this information to inform its decision-making but will not necessarily use the recommendation TADS provides. Rather, we consider each family's individual circumstances and then put that analysis in the context of our other families' financial strength in an effort to achieve an equitable offer of aid.

All information related to parents' financial circumstances will be treated confidentially, as we expect our families to maintain confidentiality about their award(s).

Q: *Is preference given to any particular group?*

A: Currently enrolled BFS students, newly enrolling siblings, and children of alumni/ae, faculty and staff, and Quaker families receive priority consideration for financial aid. Consideration is also given to children whose attendance will ensure the diversity of the community.

Q: *Does Brooklyn Friends School give scholarships?*

A: Brooklyn Friends does not award merit scholarships to external candidates.

Q: *Is financial aid automatically renewed each year?*

A: No, families are required to submit an application each year they wish to receive a grant in order to demonstrate continued need. BFS supports the continued attendance of students through graduation, pending satisfactory academic performance and good citizenship.

Q: *If I do not apply for financial aid at the time of my child's application to BFS, would I be able to apply in subsequent years?*

A: Yes. However, the likelihood of receiving aid would be significantly reduced unless an explanation of a change in circumstances is provided.

Q: *Is it possible to appeal the financial aid allocation?*

A: Families may appeal a decision once by submitting a written request to the Financial Aid Committee. Include any information that will help the committee to better understand your financial situation, such as monthly expense, unforeseen changes in employment, or outstanding financial obligations.

For more information on the financial aid process and policy, please contact **Vanessa Reynolds, Financial Aid Coordinator, 718-852-1029 Ext. 526** or email vreynolds@brooklynfriends.org.