Applying for Financial Aid at Fort Worth Country Day for the 2020-21 Academic Year

Fort Worth Country Day partners with School and Student Services (Solutions by SSS) in our financial aid process. To begin your financial aid application, you will complete SSS's Parents’ Financial Statement (PFS).

The PFS is a comprehensive application that will take some time to complete. Give yourself the time you need by not waiting until the deadline to begin. Please review the wide range of materials that SSS has put together to help families with the financial aid process. They can be found at www.solutionsbysss.com/parents.

We will communicate our financial aid decision to you. To make our decision, we use the information from the PFS as a starting point, but also consider our school policy, practices and available budget.

HOW TO COMPLETE THE PARENTS’ FINANCIAL STATEMENT (PFS) ONLINE

☐ Beginning October 2, 2019, the PFS will be available at www.solutionsbysss.com/parents.

☐ Create your PFS Online account with your email address and a password. If you applied for financial aid last year, simply login to the PFS Online as a Returning Family, using the email address and password you set up last year.

☐ Begin a PFS for Academic Year 2020-21. You can log out of the PFS Online at any time, then return later to complete it.

☐ After you have pressed submit, you will be brought to a payment screen. The fee of $51 is nonrefundable. Once your PFS is submitted, it cannot be withdrawn from the SSS system.

☐ After you pay for and submit your PFS, you will have access in the PFS Online to a section called “My Documents.” You can upload the additional documents we require there.

HOW TO SUBMIT ADDITIONAL REQUIRED DOCUMENTS ONLINE

☐ Prepare your documents to be uploaded. Make sure the documents are on your computer, each saved as a separate file. Remove any security or password protection from your document files.

☐ Return to the PFS Online and login.

☐ Select the Academic Year 2020-21 button.
From the PFS Online, click on the “My Documents” tab.

On the “My Documents” page, you will see an upload button or a hyperlink next to a specific document name in the "Required Documents" section of the PFS. Clicking either the upload button or a hyperlink will lead you through a series of steps allowing you to name, locate and save the file.

Once you have uploaded a document, the date will appear in the “Date Uploaded” column within minutes of the upload. Processing your documents can take up to 48 hours. Please log back in to make sure there are no errors associated with your documents.

If you need help completing the PFS, contact SSS customer service at (800) 344-8328. Beginning November 1, 2019, their hours are Monday – Friday from 9:00 a.m. – 8:00 p.m. (EST) and Saturdays from 9:00 a.m. – 4:00 p.m. (EST).

Important information you need to know about our School as you complete the PFS:
Our school’s full name: Fort Worth Country Day
Our school’s SSS code: 3232
Contact information for our financial aid office: Katherine Lott
School address: 4200 Country Day Lane, Fort Worth, Texas 76109

Important Due Dates and Required Documents – PLEASE READ

Returning FWCD families (includes siblings applying for Kindergarten)

February 15, 2020 – Deadline to apply for financial aid

The following required documents must be sent to the FWCD Office of Financial Aid – Business Office:
• Signed 2019 Form 1040 tax return with all schedules
• 2019 W-2’s and/or 1099’s
• Completed PFS

Notification: Returning families will be notified of their awards for the 2020-21 academic year in late March only if their current tuition balance is clear and enrollment deposit is received.
New families applying for Financial Aid

First-time Kindergarten applicants

*Saturday, February 1, 2020* – Deadline for first-time Kindergarten applicant families to apply for financial aid (this includes legacies or faculty/staff enrolling their first child, and new families).

**Required Documents to be sent to the FWCD Office of Financial Aid – Business Office for first-time Kindergarten applicant families:**
- Signed 2018 Form 1040 tax return with all schedules
- 2019 W-2 Forms and/or 1099’s
- Completed PFS

*Please note that the 2019 Form 1040 tax return with all schedules is due by April 15, 2020, for review. FWCD reserves the right to re-calculate an award if the 2019 tax information is markedly different from the 2018 information.*

*Friday, February 14, 2020* – Financial aid awards emailed to first-time Kindergarten families. *Signed Financial Aid agreements are due from first-time Kindergarten families on Friday, February 21, 2020.*

New applicants for Grades 1-12

*Friday, February 14, 2020* – Deadline for new grades 1 – 12 applicant families to apply for financial aid.

**Required Documents to be sent to the FWCD Office of Financial Aid – Business Office for new grades 1-12 applicant families:**
- Signed 2018 and 2019 Form 1040 tax returns with all schedules
- 2018 and 2019 W-2’s and/or 1099’s
- Completed PFS

*Friday, March 6, 2020* – Grades 1 – 12 new student Financial Aid awards emailed. *Signed Financial Aid agreements are due from new grades 1-12 families on Friday, March 20, 2020.*