

Green Meadow Waldorf School
How to Apply for Scaled Tuition for 2023-24

To apply for Scaled Tuition, please complete the Parents' Financial Statement (PFS) online, and submit the required documents indicated below. The application will take some time to complete. The **deadline** to apply is **January 27, 2023**.

1. Complete the PFS online:

Visit the Family Portal and log in:

<https://sssandtadsfa.force.com/familyportal/>

Please note that this is portal is not linked via the TADS site to re-enroll and sign contracts.

Complete a PFS for Academic Year 2023-24 – make sure you confirm the year in the Dashboard when you log in. You can log out at any time and return later to finish the application.

Please answer all relevant questions, and **be sure to include an estimate of gross income for 2023** – this question is REQUIRED.

When all PFS sections are complete, the **Submit & Pay** button activates. Follow prompts to the payment screen. The application fee is nonrefundable. Once your PFS is submitted, it cannot be withdrawn from the system.

2. Upload Required Documents online:

To prepare your document files for uploading, make sure that each document is saved as a separate file and remove any security or password protection from your files.

REQUIRED DOCUMENTS for the 2023-24 application (please note that you may attach multiple documents for each of the required document types):

- Most recently completed Form 1040 (2022 or 2021); please be sure to include the full return, including all schedules.
- W-2s and 1099s for 2022 for all parents/guardians; if you do not have these when you apply, please provide your last paystub from December 2022 in place of your W-2, and a self-prepared schedule of gross receipts from self-employment income for the full 2022 calendar year in place of 1099s. Please also provide a self-prepared schedule of gross rents and investment distributions taken for the full 2022 calendar year, if applicable.
- At least one paystub for 2023, or a written statement estimating your gross salary for the year; if you are self-employed and/or have income from rents or investments, please prepare a schedule of estimated gross receipts for the 2023 year.
- A cover letter outlining your request for support; please specify the total tuition you believe your family can contribute, as well as any special circumstances impacting your family finances.

Upload your files to the "Required Documents" section, in the 2023-24 year application. When you click the Submit button to complete your upload, the date will appear in the "Date Uploaded" column within several minutes. All documents must be uploaded by the application deadline.

INFORMATION YOU WILL NEED ABOUT THE SCHOOL:

Our school's full name: **GREEN MEADOW WALDORF SCHOOL**

Our partner code: **200440**

Contact information for our business office: **Donna Quirk, dquirk@gmws.org**