

Checklist for a Spalding Scholarship Application

- Thoroughly **read the Protocols and Procedures for details** on how to complete the application process.
- Submit the **FACTS Grant & Aid Application** online (preferred) or by mail. See contact information below.
- Pay the **\$30 application fee** to FACTS Management Company.
- Upload, fax or mail your **2016 federal income tax return and ALL supporting tax schedules and documents** to FACTS Management Company.
- Upload, fax or mail your **2016 W-2 Wage & Tax Statements** to Facts Management Company.
- Ask your **parish pastor to submit a recommendation** to the Diocesan Office of Catholic Schools that your family is in good standing in the parish.
- Note: The one page, diocesan application is no longer required.**

Apply as early as you can, but ALL DOCUMENTS MUST BE SUBMITTED BY THE DEADLINE DATE OF MARCH 15, 2017, for the application to be considered for the Spalding Scholarship.

FACTS CONTACT INFORMATION:

Online application:	online.factsmgt.com/aid
Customer Service email:	info@factstuitionaid.com
Customer Service number:	(866) 441-4637
Fax number for supporting documents:	(866) 315-9264

Supporting documents & paper applications mailed to:	FACTS Grant & Aid Assessment P. O. Box 82524 Lincoln, NE 68501-2524
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