



Redwood Christian Schools

Instructions for Confidential Application for Tuition Grants

Redwood Christian Schools (RCS) has contracted with FACTS Management Company (FACTS) to process applications for tuition grants. FACTS is currently working with many Christian schools throughout the United States to process and award tuition grants based on a thorough and professional financial needs assessment of all applicants. Any information you provide will be treated with the highest confidence.

Applications can be filed online at www.rcs.edu. See reverse side of this page for instructions on how to apply. RCS will be notified that an application has been received. After all information has been completed, the recommendation from FACTS, based on RCS Board approved guidelines, will be sent to RCS. Decisions from RCS will then be emailed.

The desire of our school is to offer a Christian education to as many families as possible regardless of their social or economic status.

Tuition grants are available to families based on need, whether short-term due to a temporary financial setback or long-term based on other factors. Tuition grants must be applied for annually.

Tuition grants are awarded on a funds-available and space-available basis.

REQUIREMENTS

1. A tuition grant will be awarded only after a family has been accepted to RCS and has applied for assistance from the BASIC Fund (www.basicfund.org for new students K-8). BASIC Fund applications are available online. Tuition grants terminate at the end of each school year, or sooner if the recipient's financial condition changes. A new application is required for renewal and will not be considered unless all fees from the previous year have been paid. Until tuition grants are awarded for any year, the applicant is responsible to keep all payments current.
2. There is a \$30 application fee.
3. A student whose family is receiving a tuition grant is expected to maintain a good conduct and academic record, and parents are expected to positively work with teachers and administrators.
4. Tuition grant recipients are required to notify the Business Office (510-889-7817) immediately when their situation changes or when any change of program occurs which affects tuition.
5. Tuition payments for all families begin in June, unless enrollment occurs later in the school year. When a tuition grant is awarded, the adjusted monthly rate begins in the earliest possible month, and payments continue through May.
6. Regular church attendance is encouraged.
7. Failure to make a monthly tuition payment is grounds to void the tuition grant award for that month.

Note: Please e-mail Brittany Spade at BrittanySpade@rcs.edu or call her at 510-889-7526 if you have questions regarding eligibility for a tuition grant.

Instructions to Apply for a Tuition Grant

If you are new to RCS:

1. Go to the RCS website at rcs.edu.
2. Click on the “Information” tab at the top.
3. From the drop-down menu, choose “Tuition Grants”
4. Click on the icon to the right of the school year the tuition grant is being requested.
5. Click on “Register”
6. Click on “Search for Institution”
7. Use Zip Code 94546
8. Choose “Redwood Christian Schools”.
9. Follow the prompts to fill out the application.
10. You will be notified by RCS when the tuition grant award has been decided.

If you are a current parent/guardian at RCS:

1. Sign in to your FACTS account.
2. Click on “Apply for Financial Aid” at the right of the screen.
3. Follow the prompts to fill out the application.
4. You will be notified by RCS when the tuition grant award has been decided.

If you have any questions or difficulty in completing the application, please call FACTS at 866-315-9262.