

Special Circumstances

Please describe and quantify any additional special circumstances the Financial Aid Committee should consider. (Please type your response here, or please feel free to email Michelle Rasich).

Required Documents:

The application for financial aid will be considered complete when all the following items are received by SSS for both parents. You may choose to either upload these documents on the SSS website into your account, or you may print/photocopy and mail these documents to SSS (the web and mailing addresses are available below).

Required documents include:

- Rowland Hall Financial Aid Application,
- Final 2011 federal tax returns with **all supporting schedules**,
- the IRS Form 4506-T. Complete lines 1-4 and sign, but do not date this form, and
- SSS Business/Farm statement (if applicable).

Parents/Guardians Certification and Authorization

We declare that the information reported on this form and all supporting documentation, to the best of our knowledge and belief, **is true, correct, and complete**. Rowland Hall has our permission to verify the information reported.

Once you have completed this Rowland Hall Financial Aid Application,

please follow these steps to print a copy and to save it as a pdf (which is required for uploading to SSS):

- If you have a Mac or PC, go to “file”
- “print”—but, do not print yet!
- On a Mac, in the lower left hand corner, you will see “pdf”, click there, then select “save as a pdf” (this is probably the second option in the list). On a PC, at the bottom of the print screen you’ll see “print to file”, click that button
- give the document a name and indicate where on your computer you want to save the document.
- Now your document is saved and ready to upload on the SSS website.
- Go back to “file”, “print” to print a copy for yourself

Please go to <http://sss.nais.org/parents/> to log into your account, complete the Parent Financial Statement (PFS), and upload all required documents.

For online/electronic submission of this application, and all required documents, please visit <http://sss.nais.org/parents/> to log in or create a new account. After completing the Parent Financial Statement, you will be given instructions on how to upload all required documents.

To mail all documents to School & Student Services (SSS): P.O. Box 449, Randolph, MA 02368-0449.

For SSS Technical support or customer service, please call (800) 344-8328.

To contact Michelle Rasich, Rowland Hall Director of Financial Aid, please call (801) 924-5957, or email at michellerasich@rowlandhall.org