

Archdiocese of Galveston-Houston

Application Submission First Deadline - 1/29/2016

Application Submission Second Deadline - 5/16/2016

Application Submission Third Deadline - 8/22/2016

Archdiocese of Galveston-Houston has selected PSAS to process their financial aid applications. Please review the information below to apply for aid online. Only one application per family is necessary for all students applying for aid for schools in the Archdiocese of Galveston-Houston.


First Step –If completing application online

Gather the documents that you will need. These documents include the following:

- You and your spouse's (if applicable) social security numbers.
- A complete copy of your **2014** federal 1040, 1040A, or 1040EZ form, including all schedules and worksheets and copies of all **2014** W2 and/or 1099 forms for all adults living in the household.
- Your Social Services Year End Statement (AFDC, ADC, TANF) and/or Food Stamp Year End Statement and/or your Social Security Year End Benefits Statement(s) for ALL adults living in the household receiving benefits in 2014.
- Information about child support payments or child support received.
- Information about the value and amount still owed on your home.
- Information about the value and amount still owed on any real estate investments.
- Information about the value of any savings or investment accounts.

Second Step

Complete the application.

As you progress through the application, if you have questions, simply click on the  icon beside the question for a more detailed description of what is required. Do not leave any question blank. If a question does not apply to you, enter 0 or a similar answer.

Third Step

Verify the information that you entered

As you progress through the application, please review each page before moving on to the next.

Fourth Step

Submit the **\$27 fee** for processing your application. Payments via VISA, Master Card, American Express, Discover or Electronic Bank Check (ACH) are accepted. All payment transactions are protected through the use of a secure server.

Final Step

Submit your application to PSAS for review by our staff. You must then submit the following required documentation via upload, fax or mail to complete the application process:

1. A complete photocopy of your signed **2014** federal 1040, 1040A, or 1040EZ form, including all schedules and worksheets and copies of all **2014** W2 and/or 1099 forms for ALL adults living in the household.

2. Photocopies of your Social Services Year End Statement (AFDC, ADC, TANF) and/or photocopies of your Food Stamps Year End Statement and/or photocopies of your Social Security Year End Benefits Statement(s) for ALL adults living in the household receiving benefits in 2014

Submitting Your Documents

You can submit your documents in 1 of 3 ways

1. Upload to PSAS - You will have the opportunity to upload your documents at the end of your application and any time after by logging back into your account [here](#)
2. Fax to PSAS - You can fax your documents to PSAS at (440) 892-8137 or (440) 892-7727
3. Mail to PSAS - You can mail your documents to PSAS at

Private School Aid Service
Online Application Department
909 Canterbury Road Suite P
Westlake, OH 44145

Frequently Asked Questions

Who do I contact if I have questions regarding tuition assistance?

The principal of the school in which your student is attending or planning on attending should be contacted with any questions.

Where are the applications for tuition assistance located?

The applications are located on these websites:

*(For a printed application) <http://www.choosecatholicschools.org/wp-content/uploads/Online-Info-Guide-2014-TY-1617.pdf>

*(For completing an online application) <http://www.psas.org/HOUS.aspx>

*(For a hard copy of the application) From the administrative staff at the school.

What is the deadline for the applications?

January 29, 2016 PSAS deadline (90% of available funds will be distributed)

May 16, 2016 PSAS deadline (remaining 10% will be distributed)

August 22, 2016 PSAS deadline for New Students

What is the typical amount of the scholarship?

Scholarships awarded are based on a percentage of need for each individual family. The minimum/maximum amount awarded is \$500/\$2500.

How do I qualify for tuition assistance?

A PSAS application MUST be filled out and submitted in order to be considered for assistance. PSAS, a third party vendor, will do an assessment of the ability of each family to pay tuition.

When will I be notified if I qualified for tuition assistance?

- *Week of March 14, 2016 PSAS will mail award letters to parents*
- *Week of June 27, 2016 PSAS will mail award letters to parents*
- *September 19, 2016 PSAS will mail award letters to parents of new students*

How many scholarships are available?

In 2014-2015, \$1.6M in scholarships was awarded to primary school students throughout the Archdiocese.

Can I transfer my scholarship to a different catholic school?

When transferring: From a ICCS school to an ICCS school – Yes

From a Non ICCS school to a Non ICCS school – Yes

From an ICCS school to a Non ICCS school – No

From a Non ICCS school to an ICCS school – No

Can my preschool child(ren) receive a scholarship?

Yes, as long as there is another sibling registered in Kindergarten thru 8th grade in any of the catholic schools within the Archdiocese of Galveston – Houston.