
THOMAS AQUINAS COLLEGE
FINANCIAL AID APPLICATION INSTRUCTIONS
AND
CONFIDENTIAL FAMILY FINANCIAL STATEMENT
2019-2020

Canadian Student

PLEASE READ THESE INSTRUCTIONS CAREFULLY.
All forms may be submitted as early as October 1, 2018.
All forms, including tax returns, are due by March 4, 2019.

To apply for institutionally-funded, need-based financial aid, follow these simple steps:

- Step 1:** Complete and send a **Confidential Family Financial Statement (CFFS)** to the Financial Aid Office by **March 4, 2019** (postmark deadline). The CFFS is used to determine a student's eligibility for Thomas Aquinas College's institutionally-funded, need-based Service Scholarship (work-study) program and grant program.

The CFFS is a fillable form, but the completed document will need to be printed, signed, and sent to the Financial Aid Office by mail or scanned and uploaded through our secure file upload portal.
- Step 2:** All aid applicants must send a signed copy of parents' and student's **2017 federal tax returns** to the Financial Aid Office at Thomas Aquinas College by March 4, 2019 (postmark deadline);
 - Sign the copy of the tax return (or make a copy of the signed return). **Be sure to attach:**
 - All T-4s; and
 - All schedules and attachments sent to the Canada Revenue Agency.

FINANCIAL AID DEADLINES FOR INCOMING FRESHMEN

Incoming freshmen must submit the CFFS and Tax Returns by March 4, 2019 or 30 days after acceptance, whichever is later.

PENALTY FOR LATE APPLICATION

A late applicant will have his institutional aid reduced by \$500 for each month or partial month that his financial aid application is late (submitted/postmarked after March 4, 2019). He must compensate for this difference by borrowing more than the usual loan amount.

MAILING ADDRESS / CONTACT INFORMATION FOR THE FINANCIAL AID OFFICE

Return forms by mail or file upload to:

THOMAS AQUINAS COLLEGE
FINANCIAL AID OFFICE
10,000 OJAI ROAD
SANTA PAULA, CA 93060
USA

SECURE FILE UPLOAD PORTAL:
<https://thomasaquinas.edu/fa-upload>

QUESTIONS? Contact the Financial Aid Office at (805) 421-5936 or by e-mail at FinAid@ThomasAquinas.edu.

Detach this page and keep for reference.

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THOMAS AQUINAS COLLEGE

CONFIDENTIAL FAMILY FINANCIAL STATEMENT 2019-2020

Canadian Student

Student: _____
First M.I. Last

_____ Street Address

_____ City Province Postal Code

Date of Birth: _____

Home Phone: (_____) _____

Student's Cell Ph: (_____) _____

Student's E-mail: _____

Section A – Direct Costs for 2019-2020

Tuition	\$25,600 US\$
Room and Board	\$8,800 US\$
Total Direct Costs	\$34,400 US\$

Information regarding indirect expenses, such as book expense, pocket money, etc. can be found on the College's website.

Section B – Student's and Parents' Proposed Payment toward Tuition, Room and Board

Thomas Aquinas College receives no campus-based subsidy from Church or State. It relies rather on the good faith effort of its students and their parents to pay as much as they are able toward the cost of the student's education. Students and parents are expected to make a maximum effort to cover the costs of tuition, room and board from their own resources. Each year the College seeks charitable contributions from individuals and charitable foundations to make up the difference between what families are able to pay and the actual cost of education.

The questions in Section B ask you and your parents to generously and prayerfully consider how much you are able to pay toward your cost of tuition, room and board at Thomas Aquinas College. The Church urges the Christian faithful to be generous in their support of apostolic works, including Catholic education, and to provide for the sustenance of those who carry out these ministries (cf. Canon Law 222, 800.2). Many families include what they pay toward Catholic education as part of their overall charitable giving. (You cannot deduct tuition payments as a charitable contribution for tax purposes.)

In order to maintain fairness and equity, the Financial Aid Office also uses a uniform need-analysis formula to make a more mathematical determination of each family's payment responsibility. If a family's proposal exceeds the figure determined by the need-analysis formula, the Financial Aid Office will gratefully assemble a financial aid package that fits with the family's payment proposal. On the other hand, if the need-analysis formula indicates a payment that is larger than the family's proposal, the financial aid package will be determined by the need-analysis formula.

Tuition (\$25,600 US\$) and room & board (\$8,800 US\$) charges in 2019-20.....	\$	34,400	(US\$)	(A)
Student's proposed payment from current savings	\$		(US\$)	
Student's proposed payment from 2019 summer income (at least \$2,000 US\$)..... <i>(This application will not be considered if this line is blank.)</i>	\$		(US\$)	
Parents' proposed payment toward tuition, room and board	\$		(US\$)	
Outside resources ¹ : _____	\$		(US\$)	
_____	\$		(US\$)	
Student loan ² : <input type="checkbox"/> Canada Loan Program <input type="checkbox"/> Other	\$	4,500	(US\$)	
Total proposed payment toward tuition, room and board.....	\$		(US\$)	(B)
Request for financial assistance with tuition, room and board	\$		(US\$)	(A-B)

¹List any likely scholarships or assistance from sources other than Thomas Aquinas College. Please keep the Financial Aid Office informed of any changes.

²Before receiving aid from the College, students are expected to borrow \$4,500 (US\$) per year to be paid toward tuition, room & board. Most prefer to borrow this amount through the Canada Student Loan Program due to the beneficial terms that program offers, but others prefer to borrow from alternative sources.

Section C – Student’s Information and Assets

1. What is the student’s citizenship status?

- Canadian Citizen
- Dual Citizenship: U.S. and Canadian
- Other _____

2. Did the student complete a 2017 federal income tax return?

- Yes. (You must provide a signed copy of your 2017 federal tax return, with all T-4 slips, to the Financial Aid Office as part of your financial aid application.)
- No, I did not complete a 2017 federal income tax return.

3. Cash, savings, and checking accounts \$ _____ .00 (CAN\$)

What is it worth today? What is owed on it?

4. Investments \$ _____ .00 (CAN\$) \$ _____ .00 (CAN\$)

5. Real Estate \$ _____ .00 (CAN\$) \$ _____ .00 (CAN\$)

6. Business and Farm \$ _____ .00 (CAN\$) \$ _____ .00 (CAN\$)

7. a. Total value of all trust(s) that are in the student’s name or of which the student is a beneficiary \$ _____ .00 (CAN\$)

b. Is any income or part of the principle currently available?

- Yes No

c. Who established the trust(s)

- Student’s parents Other _____

d. If you have a trust, or are the beneficiary of a trust, you must provide the Financial Aid Office with a copy of:

1. The Trust document
2. The most recent valuation statement

Section D – Student’s PROJECTED Income Resources for 2019

8. Student’s projected veteran’s benefits for 2019-2020 academic year (July 1, 2019 – June 30, 2020)

Amount per month \$ _____ .00 (CAN\$) **Number of months** _____

9. Student’s projected 2019 resources

(Don’t enter monthly amounts. Enter totals for the period. Do not include work-study wages, College grants, or loans.)

	Jan.- May 2019 (Spring Sem. 2018-19)	June- Aug. 2019 (Summer)	Sept.- Dec. 2019 (Fall Sem. 2019-20)
a. Student’s wages, salaries, tips, etc.	\$ _____ .00 (CAN\$)	\$ _____ .00 (CAN\$)	\$ _____ .00 (CAN\$)
b. Other taxable income	\$ _____ .00 (CAN\$)	\$ _____ .00 (CAN\$)	\$ _____ .00 (CAN\$)
c. Untaxed income and benefits	\$ _____ .00 (CAN\$)	\$ _____ .00 (CAN\$)	\$ _____ .00 (CAN\$)

Section E – Vehicles and Financial Assistance

(Complete this section only if the student is requesting permission to have a vehicle on campus during the school year.)

It is expected that a student who is requesting financial assistance from the College will not have the available means to operate and maintain a vehicle while living on campus, since he and his parents are making a maximum effort to pay for his education and they find it necessary to request financial assistance from the College.

Obviously there are exceptions to this rule, as when two or more students from the same family are able to reduce their transportation expenses by driving to and from school rather than flying, but for the most part, the College expects that students who are requesting financial assistance will not have the available means to operate/maintain a vehicle during the school year. Any exceptions must be approved by the Director of Financial Aid.

If you plan to ask for permission to have a vehicle on campus, please list your anticipated vehicle expenses in the table below and explain below how you will earn or save enough money during the school year to offset the expense of purchasing, insuring, operating and maintaining the vehicle.

Expense Category	Expense During the School Year
10. Vehicle Loan	\$ _____ (CAN\$)
11. Insurance	\$ _____ (CAN\$)
12. Gasoline	\$ _____ (CAN\$)
13. Maintenance	\$ _____ (CAN\$)

14. Explain how you will earn or save enough money during the school year to offset the expense of purchasing, insuring, operating and maintaining the vehicle during the school year. Be specific. Include a numerical justification:

Section F – Parents’ 2018 Income and Benefits

In this section of the CFFS, we are asking you to provide information about your 2018 income. If you are completing this form before completing your 2018 tax return, simply estimate your 2018 totals as best you can.

15. This income information is from
 an estimated 2018 tax return a completed 2018 tax return

16. 2018 Total Income \$ _____ .00 (CAN\$)
 (Canada Revenue Form T1, line 150)

Breakdown of Projected Total Income reported above (#16):

- a. Wages, salaries, tips earned by father .. \$ _____ .00 (CAN\$)
- b. Wages, salaries, tips earned by mother \$ _____ .00 (CAN\$)
- c. Interest income \$ _____ .00 (CAN\$)
- d. Dividend income \$ _____ .00 (CAN\$)
- e. Net income from business, farm, rents, royalties, partnerships, estates, trusts, etc.
 If a loss, enter amount in parentheses \$ _____ .00 (CAN\$)
 If you experienced a loss in any of these areas, please explain.

Cause of loss: _____

f. Other taxable income such as capital gains, pensions, annuities, etc. \$ _____ .00 (CAN\$)

Explain: _____

17. 2018 Untaxed Income:
 a. Annual Canada Child Benefits..... \$ _____ .00 (CAN\$)
 Include the National Child Benefit Supplement and the Child Disability Benefit.

b. Other untaxed income and/or benefits .. \$ _____ .00 (CAN\$)
 Include any other sources of income or benefits that are not included in questions 16 or 17a, such as GST/HST credits.

Explain: _____

Section G – Parents’ PROJECTED 2019 Gross Income

CHANGES IN GROSS INCOME FROM 2018 to 2019:

18. Will your 2019 gross income (taxable + untaxable income) be **greater** than your 2018 gross income by \$5,000 (CAN\$) or more? Yes No
 If yes, please indicate the amount of the anticipated increase: My 2019 gross income will be \$ _____ (CAN\$) more than in 2018.
 Explain: _____

19. Will your 2019 gross income (taxable + untaxable income) be **less** than your 2018 gross income by \$5,000 (CAN\$) or more? Yes No
 If yes, please indicate the amount of the anticipated decrease: My 2019 gross income will be \$ _____ (CAN\$) less than in 2018.
 Explain: _____

Section H – Parents’ Assets

20. Cash, savings & checking accounts \$ _____ .00 (CAN\$)

21. As of today, what is the net worth of the parents’ investments, including other real estate?
Don’t include the home you live in. “Net worth” means current value minus debts related to the investment. \$ _____ .00 (CAN\$)

Investments <u>include</u> real estate (do not include the home you live in), trust funds, money market funds, mutual funds, certificates of deposit, stocks, stock options, bonds, other securities, installment and land sale contracts (including mortgages held), commodities, etc. Investments <u>also include</u> qualified educational benefits or education savings accounts	(e.g. Registered Education Savings Plans). All education savings plans are reported as <i>parental</i> investments, including all accounts owned by the student and all accounts owned by the parents for any members of the household. Investments <u>do not include</u> the home you live in, retirement plans (e.g. RRSPs, annuities, pension	funds, etc.), the value of life insurance, or cash, savings and checking accounts already reported in question 20. Investment value means the current balance or market value of these investments as of today. Investment debt means only those debts that are related to the investments.
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22. As of today, what is the net worth of the parents’ current business and/or investment farms? \$ _____ .00 (CAN\$)
“Net worth” means current value minus debts for which the business or investment farm was used as collateral.

Business and/or investment farm value <u>includes</u> the market value of land, buildings, machinery, equipment, inventory, etc. Business and/or investment	farm debt means only those debts for which the business or investment farm was used as collateral.	Investment farm value <u>does not include</u> the value of a family farm that you live on and operate.
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What is it worth today? What is owed on it?

23. a. Home \$ _____ .00 (CAN\$) \$ _____ .00 (CAN\$) Year purchased _____ Purchase price \$ _____ .00 (CAN\$)

	2018	Expected in 2019
b. Monthly <input type="checkbox"/> home mortgage payment* or <input type="checkbox"/> rental payment	\$ _____ .00 (CAN\$)	\$ _____ .00 (CAN\$)
*PITI (Principal + Interest + Property Taxes + Homeowner’s Insurance)	(monthly expense)	(monthly expense)
If someone else is providing parents with housing, please explain in Section M.		

c. **Total length of mortgage amortization:** 15 Years 20 Years 25 Years 30 Years Other _____
 This is the original length of your mortgage amortization, not the number of years remaining.

Section H (continued from previous page)

24. Current value of parents' retirement savings and current cash value of life insurance:

- a. Registered Retirement Savings Plan (RRSP)\$ _____ .00 (CAN\$)
- b. Annuities\$ _____ .00 (CAN\$)
- c. Pension Funds\$ _____ .00 (CAN\$)
- d. Other tax deferred retirement savings\$ _____ .00 (CAN\$) Explain: _____
- e. Cash value of life insurance\$ _____ .00 (CAN\$)

Section I – Parents' Information

25. Mark one: Father Stepfather Legal Guardian Other (Explain in M.)

26. Mark one: Mother Stepmother Legal Guardian Other (Explain in M.)

- a. Name _____ Age _____
- b. Mark if: Self-employed Unemployed / Date: _____
- c. Occupation _____
- d. Employer _____ No. Years _____
- e. Work Phone _____
- f. Cell Phone _____
- g. E-mail _____

- a. Name _____ Age _____
- b. Mark if: Self-employed Unemployed / Date: _____
- c. Occupation _____
- d. Employer _____ No. Years _____
- e. Work Phone _____
- f. Cell Phone _____
- g. E-mail _____

Section J – Divorced or Separated Parents

27. Are parents divorced or separated? Yes No

If you checked "yes", a **Noncustodial Parent Statement** must be completed by the noncustodial parent. The **Noncustodial Parent Statement** is available from the College's website (go to *Admissions*, then select *Financial Aid*, then select *Forms*).

A signed copy of the noncustodial parent's (and spouse's, if remarried) **2017 federal tax return** must also be submitted, complete with all T-4s, schedules and attachments.

28. Date of divorce or separation: _____

29. a. According to court order, when will support for the student end? _____

b. How much does the noncustodial parent plan to contribute to the student's education for the 2019-20 school year?\$ _____ .00 (CAN\$)

c. Is there an agreement specifying this contribution for the student's education? Yes No
If "yes," please attach a copy of the agreement.

Section K – 2019-20 Family Member List, School List, and College Costs

Please read these instructions in their entirety before completing the table below. Thank you.

30. List the name, age and relationship to you (the student) of the family members in your parents' household. Include:

- Yourself and your parent(s) (including a stepparent), even if you do not live with your parents. (In the case of divorced or separated parents, the noncustodial parent is not included here, but is listed on the **Noncustodial Parent Statement** – see question 27 on this CFFS.)
- Your parents' other children (even if they do not live with your parents) if your parents will provide more than half their support from July 1, 2019, through June 30, 2020. (Foster children do not count in household size.)
- Your parents' unborn child if that child will be born by June 30, 2020 and your parents will provide more than half of the child's support from birth through June 30, 2020. (If there is a medical determination of a multiple birth, then all expected children can be included.)
- Other people if they now live with your parents and your parents provide more than half of the other person's support and will continue to provide more than half of that person's support through June 30, 2020.

Support includes money, gifts, loans, housing, food, clothes, car payments or expenses, medical and dental care, and payment of school costs. If a parent receives benefits in the child's name, these benefits ought to be counted as parental support of the child.

If there are more family members than rows available, list the others in Section M.

If any of these family members will attend elementary school, secondary school or homeschool in 2019-20, please provide their grade level and the name of the school. Report their school expenses in Section L.

If any of these family members will attend college in 2019-20, please provide their grade level and the name of the college in the appropriate column as well as their colleges costs and anticipated grants or scholarships.

Family List in 2019-20			2019-20 K-12 School(s) and College(s)		2019-20 College Costs (K-12 costs are reported in Section L)		
Name (See directions above for who should be included in the family size.)	Relationship to Student (e.g., mother, father, sister, brother, etc.)	Date of Birth: Month / Year (mm/yyyy)	Grade Level in 2019-20	Name of Elementary School, Secondary School or College That Child Will Attend In 2019-20	College Tuition and Fees (before any aid) (CAN\$)	College Room & Board Costs (if living away from home) (CAN\$)	Anticipated Grants or Scholarships for College in 2019-20 (CAN\$)
1. You – the student	Self			Thomas Aquinas College			
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.							
12.							

Section L – Parents’ Special Circumstances (OPTIONAL)

This section is **OPTIONAL**. It is not required that you complete Section L.

This section asks about various special circumstances which may impact a family’s ability to pay for college. If you wish to have these circumstances taken into consideration when determining your son’s or daughter’s eligibility for need-based financial aid, please answer the questions listed in this section. As always, all information reported to the Financial Aid Office is kept in the strictest confidence. If you prefer not to complete this section, skip to Section M.

31. Expenses for Elementary and Secondary School (including Homeschool)	2018-19 School Year (07/01/18 – 06/30/19)	Expected in 2019-20 School Year (07/01/19 – 06/30/20)
a. Tuition/fees (net of any financial aid)	\$ _____ .00(CAN\$)	\$ _____ .00(CAN\$)
Include tuition/fees paid to homeschool oversight schools.		
b. Books and supplies	\$ _____ .00(CAN\$)	\$ _____ .00(CAN\$)
c. Other school-related expenses (e.g. tutors, music lessons, athletics, etc.)		
Use Section M, if additional space is needed.		
Item: _____	\$ _____ .00(CAN\$)	\$ _____ .00(CAN\$)
Item: _____	\$ _____ .00(CAN\$)	\$ _____ .00(CAN\$)
Item: _____	\$ _____ .00(CAN\$)	\$ _____ .00(CAN\$)

	2018 (Jan. 1 – Dec. 31)	Expected in 2019 (Jan. 1 – Dec. 31)
32. Annual medical, dental and vision expenses NOT covered by insurance	\$ _____ .00(CAN\$)	\$ _____ .00(CAN\$)
<ul style="list-style-type: none"> • <u>Medical and dental expenses are taken into account only if they exceed 5% of gross income.</u> • You may include orthodontia payments that are not covered by insurance. • Do <u>not</u> include amounts paid through pre-tax medical savings plans since these amounts have already been deducted from reportable income. • You may include the cost of your health insurance if you pay for your health insurance with <u>after-tax</u> dollars. • You <u>must attach substantiating documentation</u> for all medical expenses that you want taken into account. 		
33. Repayment of parents’ education loans	\$ _____ .00(CAN\$)	\$ _____ .00(CAN\$)
Loans taken for the <u>parent</u> to attend college. <u>Attach substantiating documentation of min req’d monthly payments and loan balance.</u>		
34. Support of extended family members not included in Section K	\$ _____ .00(CAN\$)	\$ _____ .00(CAN\$)
<u>Explain in Section M.</u>		

35. Nondiscretionary debts
 Examples of Nondiscretionary Debts would be debts incurred for medical procedures in a prior year or to cover basic living expenses while unemployed. Do not include home mortgage loans, vehicle loans or parents’ education loans.
 If there are more than two nondiscretionary debts, list additional debts in Section M.

Reason for incurring debt: _____	\$ _____ .00(CAN\$)	\$ _____ .00(CAN\$)
	(min req’d annual pmts)	(min req’d annual pmts)
Balance as of today: \$ _____ (CAN\$)		
Reason for incurring debt: _____	\$ _____ .00(CAN\$)	\$ _____ .00(CAN\$)
	(min req’d annual pmts)	(min req’d annual pmts)
Balance as of today: \$ _____ (CAN\$)		

Section M – Explanations / Special Circumstances (Use an extra sheet of paper if more space is needed.)

Section N – Certification

Please print, sign, and return this form (pages 1 through 7) by mail or by secure file upload* (scanned copy) to the Financial Aid Office.

*Scanned documents can be securely uploaded through our website. Go to Home/Admissions/Financial Aid/Secure File Upload.

Parents' and Student's Certification: All the information on this form is true and complete to the best of my knowledge. I understand that the deliberate inclusion of false or misleading information will result in the loss of eligibility for institutional aid. If asked, I agree to give proof of the information that I have given on this form. I certify that all information is correct at this time, and that I will send timely notice of any significant changes in family income or assets, financial situation, college plans of other children, or the receipt of other scholarships or grants.

Student's Additional Certification: By signing below, I, the student, hereby agree to allow Thomas Aquinas College to discuss matters that relate to my financial aid with the parent(s) whose information is provided during the financial aid process. I understand that I can withdraw this permission at any time by submitting a written request to the Financial Aid Office.

Student's signature Date

Student's spouse's signature (if applicable) Date

Father's (Stepfather's) signature Date

Mother's (Stepmother's) signature Date

RETURN THIS FORM BY MAIL OR FILE UPLOAD TO:

**THOMAS AQUINAS COLLEGE
FINANCIAL AID OFFICE
10,000 OJAI ROAD
SANTA PAULA, CA 93060
USA**

**SECURE FILE UPLOAD PORTAL:
<https://thomasaquinas.edu/fa-upload>**

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