



Christian Montessori School  
OF LAKE NORMAN

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## Applying for Financial Aid

In order to be considered for Financial Aid the following steps must be taken:

1. Submit a completed CMSLN Admissions application along with the CMSLN application fee to the Admissions Office. The Application fee is non-refundable.
2. Go to <http://sssbynais.org/parents> and complete the information for School and Student Services by NAIS (SSS), ***Christian Montessori School Code (1573)*** requesting an impartial evaluation of your family eligibility for financial aid in the upcoming school year. **SSS by NAIS does charge a \$41 non-refundable fee.** The Financial Aid Committee meets in April to consider applicants for the upcoming school year. **We do admit students throughout the year if spaces are available. In these situations the Admissions Committee will render a decision within 10 business days of completion of SSS application.**
3. You will be required to upload prior year tax return and the 2 most recent paystubs for both parents, before your review can be completed.
4. The financial aid process usually requires about 1 hour of time to complete.
5. SSS by NAIS does not notify the school of any submitted applications. Therefore, when you have completed your application, notify the business office via email to [bmanager@christianmontessorischool.org](mailto:bmanager@christianmontessorischool.org), that it is ready for review.
6. You should expect to receive a “notification” letter via email detailing whether you have received financial assistance, and if so how much.
7. It usually takes 2 weeks to process and review all documents, so if you haven’t received a “notification” letter from the school in two weeks, please call or email for a progress update.

### Conditions of Financial Aid

1. All financial aid will be awarded on a one-year basis. Students receiving financial aid cannot be guaranteed that it will be awarded in the following school year, although the Financial Aid Committee will give their applications careful consideration.
2. The maximum level of financial aid that the Committee may award to anyone student may not exceed 30% of his or her tuition including Sibling discounts (when applicable).
3. Awards of financial aid cover tuition only and do not include any fees for materials, special activities, supervision, or transportation.
4. Any awards of financial aid shall be credited to that individual student account. Financial aid awards may not be given or transferred to any other student.
5. Financial aid will not be renewed in any case where a family receiving aid fails to keep the balance of their account up-to-date.

**Information submitted to the Financial Aid Committee will remain strictly confidential.**

“Let your light so shine before others, so they can see your good deeds and give honor to God in Heaven.” Matthew 5:16