

West Linn Community Preschool  
PO Box 213 West Linn, Oregon 97068  
503-657-5050 [www.wlcp.org](http://www.wlcp.org)

## **SCHOLARSHIP INFORMATION**

West Linn Community Preschool (WLCP) established a scholarship program to help new families who are unable to afford full tuition, and to assist current members who undergo financial hardship continue enrollment. The fund is currently supported by direct donations, fundraising, and forfeited registration fees.

### **PROCESS AND REQUIREMENTS**

1. Complete registration form and pay \$135 registration fee. WLCP will refund registration fee if a scholarship application is denied and the family chooses to withdraw within two weeks of denial notification. WLCP does not waive registration fee (\$135), insurance fee (\$60) background fee (\$5 per parent volunteer) or handbook fee (\$5 refundable fee). Scholarship is only awarded for tuition.
2. Return a completed scholarship application to WLCP, PO Box 213, West Linn, OR, 97068 by the date shown below:

**Due: Monday August 19<sup>th</sup>, 2019**

3. Families will receive written notification of scholarship awards or denials from the treasurer by August 28<sup>th</sup>, 2019.
4. WLCP requires that all families, regardless of scholarship status, fulfill the parent helping, fundraising, and committee work as detailed in the WLCP Parent Handbook. Failure to participate may result in forfeiture of scholarship.

### **POLICIES**

1. Scholarship committee shall implement all aspects of the scholarship process consistently, both to prospective and current members. Awards are made without regard to race, color, national origin, religion, sex, sexual orientation, gender identity, marital status, age or disability.
2. Requests for financial aid are held in the strictest of confidence. Private information is subject to review only by the scholarship committee. No information shall be disclosed at anytime to Board members not on the committee, or outside the committee itself.
3. Treasurer will shred all personal information at the end of the school year.

# PERSONAL INFORMATION

*For Treasurer's Use Only*

Child's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

WLCP Class: 3's 4's

## **PARENT/GUARDIAN INFORMATION:**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
Phone

\_\_\_\_\_  
E-mail

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
Phone

\_\_\_\_\_  
E-mail

I/We understand that all families, regardless of scholarship status, are subject to the same requirements as to parent helping, fundraising, committee work, etc. as described in the WLCP parent handbook. I/We certify that the information included in this application is accurate to the best of my/our knowledge.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## **SCHOLARSHIP APPLICATION**

*Requests for financial aid are held in the strictest of confidence. Information on the following pages is subject to review only by the scholarship committee. No information shall be disclosed at anytime to Board members not on the committee or outside the committee itself.*

Date \_\_\_\_\_

Scholarship awards are limited to available funds and family requests for financial assistance. West Linn Community Preschool (WLCP) wants to benefit as many children as possible.

WLCP will award scholarship(s) for tuition costs. Current class tuition is:

3's Class Tuition = \$155 per month

4's Class Tuition = \$200 per month

- I/we can afford \$\_\_\_\_\_ for tuition per month.**
- I/we acknowledge the following fees are non-waivable and required:**

Registration Fee: \$135

Liability Insurance: \$60

Background fees: \$5 per parent volunteer

Handbook fee: \$5 (refundable)

### **CHECK LIST:**

- Complete and submit registration form
- Check or money order in the amount of \$135 for registration fees, if not already paid
- Copy of most recent W-2 forms, income tax return, or other approved proof of income
- Complete and sign scholarship application form

*Treasurer's Use:*

\$\_\_\_\_\_ *Registration Paid*

\$\_\_\_\_\_ *Registration Owed*

\$\_\_\_\_\_ *Tuition Paid*

\$\_\_\_\_\_ *Tuition Owed*

**PLEASE ATTACH PROOF OF CURRENT INCOME.** Proof of current income may be a copy of your most recent federal income tax return, W-2 form, current pay stub or a notarized letter from the employer(s) for each working household member. Scholarship requests will not be considered without proof of income. Income includes, but is not limited to, work income, nontaxable income (see list below), or other financial support. Proof of income will be used solely to determine eligibility and is required to reduce fraud. This information will be kept secure and will be shredded after the scholarships have been awarded. Social security numbers can be blacked out. If you do not have any of the above, please contact the Treasurer to discuss other options.

## FINANCIAL DATA

### MONTHLY INCOME

Work Income: Wages, salaries, tips (net monthly income) \$\_\_\_\_\_/mo

Nontaxable income:

Child support, alimony, social security \$\_\_\_\_\_/mo

Government assistance: TANF \$\_\_\_\_\_/mo

Government assistance: SNAP \$\_\_\_\_\_/mo

Other government assistance: \_\_\_\_\_ \$\_\_\_\_\_/mo

Real Estate (rentals) or business income \$\_\_\_\_\_/mo

Other financial support: \_\_\_\_\_ \$\_\_\_\_\_/mo

## **ADDITIONAL INFORMATION**

**\*\*Please leave out names and gender if possible\*\***

Number of people in household: \_\_\_\_\_ (adults) \_\_\_\_\_ (children)

Child lives with \_\_\_\_\_

- 1) Please briefly explain your family's current financial situation and state why paying full tuition would be a financial hardship.
  
  
  
  
  
  
  
  
  
  
- 2) Are there any other current family circumstances that are important for us to consider?
  
  
  
  
  
  
  
  
  
  
- 3) Are there any other current financial circumstances that are important for us to consider?
  
  
  
  
  
  
  
  
  
  
- 4) Please list any additional information you believe is relevant to our decision.