



Applying for Tuition Assistance for the 2021–22 School Year

Thank you for your interest in Kingsley for the 2021–22 school year. To indicate your interest in applying for Tuition Assistance, please contact Hadley Keefe, Director of Admission & Enrollment Management, at 617-226-4927 or hkeefe@kingsley.org or call SSS Customer Service at 800-344-8328 with any questions you may have. (M-F: 9:00 a.m.–8:00 p.m. EST. Sat: 9:00 a.m.–4:00 p.m. EST).

We use School and Student Services (SSS) to process Tuition Assistance applications. Based on the financial information you provide in the Parents' Financial Statement, SSS gives us an estimated amount your family can contribute to educational expenses. This estimate is a starting point to help us make fair and objective Tuition Assistance decisions. To begin your Tuition Assistance application for the 2021–22 school year, please follow these steps below. (You only have to complete one Parents' Financial Statement, even if you have several children applying.)

To be eligible for consideration for Tuition Assistance, you must complete your Parents' Financial Statement (PFS) by January 15, 2021. We will communicate decisions about financial aid in early March.

To Complete the Parents' Financial Statement (PFS) Online

1. Go to ssbynais.force.com/familyportal.
2. Click on the "Apply" button.
3. You will set up a PFS Online account using your e-mail address and a password. Returning parents: If you completed an online PFS application last year, use your e-mail address and existing password. If you have forgotten your password, click on "Forgot my password."
4. Submit and pay the amount due for the PFS. This fee is nonrefundable.

Why apply online? Your information will be delivered to us more quickly and accurately, allowing us to make a faster Tuition Assistance decision.

To Complete a Paper Parents' Financial Statement Form

1. If you don't already have a paper Parents' Financial Statement (PFS) form, go to sss.nais.org/parents to download one.
2. Complete the PFS and return it with a nonrefundable payment (\$49) to: SSS By NAIS, P.O. Box 449, Randolph, MA 02368-0449 USA. (For overnight mail: SSS By NAIS, 437 Turnpike Street, Canton, MA 02021.)

Additional Documents We Require

Kingsley requires that you submit directly to our school the following documents in addition to a copy of your completed Parents' Financial Statement (PFS):

- A copy of your signed 2019 IRS Form 1040, including all schedules, supporting data, and W-2s by January 31, 2021; and
- A copy of your signed 2020 IRS Form 1040, including all schedules, supporting data, and W-2s by February 15, 2021.

Thank you for your application! Offering Tuition Assistance is important to us. We desire to make a Kingsley education affordable to eligible parents.