

February 1, 2009

Dear Parent,

FACTS Grant & Aid Assessment will be conducting the financial need analysis for Trinity Lutheran School for the upcoming 2009-10 school year. Families applying for financial aid will need to complete an application and submit the necessary supporting documentation to FACTS Grant & Aid Assessment by March 31, 2009. Paper applications will be available in the business office on February 1, 2009. Applicants can apply online beginning January 31, 2009 at www.factstuitionaid.com. The following information is required in order for FACTS to process your application:

1. Signed and completed paper application or completed online application.
2. Payment of the \$20 application fee.
3. Copies of your 2008 tax forms including all supporting tax schedules.
4. Copies of your 2008 W-2 form for both you and your spouse.
5. Copies of supporting documentation for Social Security Income, Welfare, Child Support, Food Stamps, Workers' Compensation, and TANF.

If you have questions or concerns about the application process, you may speak with a FACTS Customer Care Representative at 1-866-315-9262.

Sincerely,

Jim Riedl, Principal
Trinity Lutheran School
503-288-6402
principal@trinityportland.org