



Applying for Financial Aid for the 2019-20 Academic Year

The Susquehanna Waldorf School partners with School and Student Services (SSS) in our financial aid process. There are two parts to the application you must submit. One is the SSS's Parents' Financial Statement (PFS) (instructions follow). The other, the SWS application - is for you to download from our website.

The **SWS Application is a two-page document**. Download, complete and email it back to our business office (see email below). The **PFS is a multipage comprehensive application** that will take some time to complete. You'll need your most recent tax return before beginning the PFS. We also recommend that you review the materials offered by SSS to help families with the financial aid process. These resources are found at <http://www.solutionsbysss.com/parents>.

How to Complete The Parent's Financial Statement (PFS) at SSS ONLINE:

- Visit the SSS Family Portal at <https://sss.secure.force.com/familyportal>.
- Create your Family Portal account with your email address and a password. If you applied for financial aid last year, login to the Family Portal as a Returning Family using the same email address and password.
- Complete a PFS for Academic Year 2019-20. You can log out of the portal any time and return later to finish it.
- Part of completing the PFS sections is to upload all supporting documents directly to SSS. Including: 1040, 1040A or 1040EZ • 2018 W2 • Schedule C • 1099 Form • Most Recent Pay Stub
- Once all PFS sections are complete with green checks, the "Submit & Pay" button activates. Follow the prompts to the payment screen. The fee of \$51 is nonrefundable. Once your PFS is submitted, it cannot be withdrawn from the SSS system.

Need help completing the PFS? Contact the SSS Parent Support Team at (800) 344-8328 or sss@communitybrands.com.



Key Information needed for filling out your application:

Our school's full name: Susquehanna Waldorf School

Our school's SSS code: **7578**

Contact information for our financial aid office: Deborah Duke deborah.duke@susquehanna.org

Deadline for completing the PFS: Deadline for Re-enrolling families is March 11, 2019