



for Greater Collegedale School System
2018 – 2019 School Requirements
Application Deadline: April 30, 2018

Access Application

<https://smartaidforparents.com>

IMPORTANT NOTE: By policy, we cannot consider applications from families receiving educational assistance from SDA denominational employers.

School ID

Greater Collegedale School System: **91155**

Eligible Grades

Kindergarten – 12th Grade

Smart Aid Application Fee: \$35

Required Supporting Documentation

Applications submitted without documentation will not be processed.

- Most recent paystubs
- **2017** W-2 forms for all jobs.
- **2017** filed tax return: 1040, 1040A, 1040EZ with all schedules.
- **2017** filed business tax return: 1120, 1120S, 1065 (if applicable).
- Supplemental income documentation (if applicable): Social Security income, Welfare, Food Stamps, Child Support, 1099-M Forms, Worker's Compensation, Unemployment, Veterans Benefits, Housing Allowance, etc.
- If you are unable to provide any of the aforementioned items, please submit a Special Circumstance Letter indicating which document(s) you are unable to provide and why. This information will be shared with the financial aid committee for consideration.

Submitting Documentation

Documentation should be uploaded at the time the application is completed. Application IDs must be included on all documents. Failure to include your ID will delay processing of your application.

- Direct Upload: <https://smartaidforparents.com> (login with your username and password)

Contact Information

- Phone Support: (800)-360-8027
- Email Support: support@smartaidforparents.com

Notification of Financial Aid

Once your application is processed by Smart Aid, a financial aid recommendation will be forwarded to **Greater Collegedale School System**. All final financial aid decisions, including notification of an award amount (if any) will be made by **Greater Collegedale School System**. If you have not received notification regarding financial aid by mid-June, contact the financial administrator at **Greater Collegedale School System**.



for Greater Collegedale School System
 2018 – 2019 Online Instructions
Application Deadline: April 30, 2018

1. Online Application

Visit: <https://smartaidforparents.com>

IMPORTANT NOTE: By policy, we cannot consider applications from families receiving educational assistance from SDA denominational employers.

2. Section 1 – Household Information

Parent/Guardian: Enter the parent or guardian’s contact information. Dependent: Enter all dependents that live in the household. For dependents in college, select the “attending another private school” status option.

3. Section 2 – Selecting A School

Enter your school’s five-digit code (91155) or name in the search box. Make your selection by checking the select check box. Once the school has been selected, you will then need to select the student(s) you wish to apply for aid at your school. Next, you will need to select the upcoming grade for the student and student code (New or Returning) for the upcoming year. Clicking “next” after each section will allow you to move on to each subsequent section.

4. Section 3 – Income & Expenses

Enter any income the household receives; employment, business or supplemental. If the work status is selected as ‘employed’, ‘self-employed’, ‘unemployed, receiving benefits’, or ‘disabled, receiving benefits,’ you will be required to enter this income source in the appropriate section before moving through the application. Please enter all expenses as they pertain to your household.

5. Section 4 – Assets & Debts

Enter all assets and debts as they pertain to your household.

6. Section 5 – Special Circumstances

Check off any special circumstance that pertains to your household. If no option available best describes your household’s circumstance, please check ‘other’ and describe your situation. This information is confidential and will only be available to designated School Administration and Smart Aid staff.

7. Section 6 – Submit

Your school uses family school codes to designate your church affiliation, so when selecting your family code please use the following key:

Collegedale Community SDA Church	CCC	Chattanooga Hispanic Community SDA Church	HIS
Collegedale SDA Church	COL	McDonald Road SDA Church	MCD
Collegedale Spanish American SDA Church	SPA	Other SDA Church	OTH
Hamilton Community SDA Church	HCC	Non SDA	NON

Agree to Smart Aid’s terms and conditions, then click SUBMIT to complete your online application. **Please be sure to enter all fields with accuracy.**

Frequently Asked Questions

Q: Who should complete this aid application?

A: Whomever the child resides with should complete this application whether it is a parent, grandparent, aunt/uncle, or legal guardian. There is a section within the application where you can enter contributions from non-custodial parents and relatives.

Q: Why do I need to input my current spouse’s information if I am remarried and they are not legally responsible for my children?

A: Smart Aid’s calculation works off of the total household income, therefore include all income, whether your current spouse is legally responsible for your children or not. Our system however, does take into effect your current spouse’s expenses as well as their income. It is important to list all expenses that are asked of within the application.

Q: I do not have the required tax documents. HELP!

A: Include the most recent tax documentation you have available. If you are asked for a specific line from a tax document that you have not yet completed, please estimate the projected amount.

Q: How will I know if I have been awarded financial aid for aid or not?

A: Smart Aid does not disclose information about the results of your application. All final tuition aid decisions, including notification of an award amount (if any); will be made by your school. For the date award notices will be given, please contact your school directly.

Q: What if I want to edit my application?

A: Once an application has been submitted and paid for it can no longer be edited by a parent. However, if changes are necessary a written statement with the change (including the application ID), should be sent to support@smartaidforparents.com.