



## How to Apply for Tuition Assistance from CEF

### *BY SCHOOL MAIL*

1. Verify that you and your household meet CEF's income guidelines for financial eligibility (refer to FINANCIAL ELIGIBILITY form).
2. Complete all three pages of the APPLICATION FOR TUITION ASSISTANCE PROGRAM (TAP) form.
3. Submit your completed application form and all proper proof of income documents to your Catholic school.

Acceptable proof of income documents include your 2016 Federal Income Tax Return (1040, 1040A or 1040EZ) or a NOTARIZED STATEMENT OF INCOME document. See *CEF Guidelines for Acceptable Proof of Income Documentation* on Page 3 of the application for more details and requirements. All applications and proof of income documents submitted to CEF will be archived and/or disposed of as appropriate to ensure confidentiality.

**Your Catholic school is:**

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**Your application deadline is:**

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**Cycle II Applications:**

You will receive written notification from CEF by March 2018 about the status of your application.