



Financial Assistance Application

Parent and/or Guardian Information

Parent and/or Guardian Name: _____

Phone: _____ Email Address: _____

Street Address: _____
Street City State Zip

Family Income and Household Size:

List the names of everyone living in your household and your relationship to applying child(ren).

Name (Last, First)	Age or Grade of Dependents	Relationship to Dependents
	_____ Age _____ Grade	
	_____ Age _____ Grade	
	_____ Age _____ Grade	
	_____ Age _____ Grade	
	_____ Age _____ Grade	
	_____ Age _____ Grade	

REQUIRED: Household size and family income must be defined by Option 1 or Option 2

Option 1: Public Assistance (Determines household size AND family income)

Attach your public assistance approval letter dated within the last twelve (12) months; letters should include the applying child(ren)'s name(s), monthly gross income and household size. (Food Stamps, AHCCCS, and/or Cash Assistance/TANF)

Families receiving AHCCCS may access a copy of their public assistance approval letter at:

www.healthearizonaplus.gov

If you are using Option 1 to determine household size and family income, you may stop here and proceed to pg. 3. No additional information is needed.

Option 2: Tax Records and Earned Income Documentation

Tax Records (Determines household size, does NOT determine family income)

Provide a copy of your family's most current annual income tax return (pg.1 of 1040 tax return) with listed dependents.

- I have provided the most current annual income tax return; or
 - I do not have a tax return with the applying child(ren) listed, or I have provided a tax return but it does not accurately reflect my situation because (you may attach a letter):
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Earned Income Documentation Requirements

Income information is necessary to process your application, please provide **ONE** of the following as they apply for each contributing member. Income is calculated using Gross Annual Income (BEFORE taxes) using pay stubs.

Contributing Member(s): Any household member related by birth, marriage, or adoption; contributing member will also include anyone who claims the child as a dependent on his/her taxes.

- Employment** (must provide documentation of one of the following options):
 - One month of most recent, current consecutive pay stubs

Pay Descriptions that count towards gross income: regular/straight pay, paid time off, vacation, holiday, sick time, shift differentials, bereavement, tips and commission, housing and subsistence allowances. NOTE: Overtime, bonuses, and per diem do NOT count towards gross income.

OR

 - Written statement from employer, on company letterhead, that includes a gross annual income OR hourly rate with average hours worked and frequency of pay

OR

 - Full Time Student (must provide copy of current school schedule)
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- Self-Employed** (must provide documentation of one of the following options):
 - Tax Form 1040 with applicable forms such as schedules C, C-EZ, E, F and K1

OR

 - Signed profit and loss statement for the three most recent months
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- Unemployed** (see below for additional unearned income requirements)

Unearned Income Documentation Requirements for Applicants Qualifying Using Option 2

- My household does NOT receive any unearned income

- My household DOES receive unearned income (documentation of this income, amount and frequency, is required and counted in the eligibility determination):
 - Education assistance (not loans)
 - Foster care or adoption payments
 - Government or tribal income (per cap, TANF)
 - Social Security income (disability, survivor benefits, etc.)
 - Retirement payments
 - Veteran benefits
 - Unemployment insurance statement
 - Child support or spousal maintenance

No Income

I, _____, state that I have not been employed, self-employed, completed odd jobs or had any source of income including any gifts or loans during the past 30 days.

The above stated information is current and correct to the best of my knowledge. I understand I must provide the requested documentation to the Kyrene School District office in order for my request to be processed.

Parent/Guardian Signature

Date

Please return the completed application to:

Kyrene School District
Community Education Services #14
8700 S. Kyrene Rd, Tempe, AZ 85284
Phone: 480-541-1500/Fax: 480-541-1816
Email: eservices@kyrene.org

Fully completed applications are processed on a first come, first served basis; assistance available may vary by program.

You will be notified in writing of the status of your application. Please check how you would like to be notified: Mail Email