



## *Puesta del Sol Elementary PTA Financial Aid Procedure and Application*

Financial aid is available from the PTA for the following programs at Puesta del Sol Elementary:

- Any PTA sponsored school program during the school year (Sept – June)
- PTA Sponsored Summer Camps
- Band and orchestra instrument rental
- Field Trip chaperone fees
- Yearbook purchase
- Spirit Wear t-shirt (1 per child)

To obtain financial aid, the family of the child should go online and register for the desired program and select “pay by check”. Next, fill out the following Financial Aid Application and attach it to the program confirmation email. It should then be sent to the school office in a sealed envelope and placed in the principal’s mailbox. The principal of the school will work with the family on determining the amount of financial aid granted. Once the application is signed by the principal, the application and program registration will be placed in the PTA Payments Mailbox. The PTA Deposits Treasurer will then pass on only the program registration to the program coordinator (on the Registrations shelf), marked as “PAID.”

Confidentiality of Financial Aid is a high priority and only the principal and PTA Treasurers will know who has applied for and been granted financial aid. Program coordinators do not know if payment was made by the PTA or the family. If you have questions or concerns you may email [deposits@puestadelsolpta.org](mailto:deposits@puestadelsolpta.org) with any questions and preserve confidentiality.

The intent of financial aid is to help fund the child’s participation in PTA sponsored programs. Our hope is that the family helps with at least part of the funding. Please note that funds available are affected by the size of the PTA budget and the number of applicants for financial aid and the **yearly limit per student is \$300.**



# ***Puesta del Sol Elementary Financial Aid Application***

Please fill out this form, attach to program registration and place in the Principal's mailbox. If you register online for the program please choose "pay by check" and attach your email confirmation.

Child's (or children's) name: \_\_\_\_\_

\_\_\_\_\_

Program applying for: \_\_\_\_\_

Date program application and money are due: \_\_\_\_\_

Duration of program: \_\_\_\_\_

This program has multiple sessions and I am applying for aid for each session \_\_\_\_ (yes or no)

Per child Total cost

Cost of program: \$ \_\_\_\_\_

If you are able to contribute towards the program, please indicate how much by filling in one of the blanks below:

\$10 \_\_\_\_\_ \$20 \_\_\_\_\_ \$ \_\_\_\_\_ % \_\_\_\_\_

My child(ren) would like a Puesta del Sol Spirit Wear t-shirt, please indicate size and color:

Sizes: Youth: XS S M L    Adult: S M                      Colors: Blue/Yellow

Name: \_\_\_\_\_ Size: \_\_\_\_\_ Color: \_\_\_\_\_

Name: \_\_\_\_\_ Size: \_\_\_\_\_ Color: \_\_\_\_\_

Name: \_\_\_\_\_ Size: \_\_\_\_\_ Color: \_\_\_\_\_

Parent/Guardian name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Other telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Best way and time to contact: \_\_\_\_\_

Signature of Principal: \_\_\_\_\_

Once signed and approved by the principal, this form and program registration or email confirmation are to be placed in the locked PTA Payments Mailbox.