

Puesta del Sol PTA Financial Aid Procedure and Application

The intent of our financial aid policy is to ensure that all children in our school community have equal access to the programs and activities offered by our PTA.

All applications will be treated with confidentiality and respect. Student names will only be seen by the current PTA Treasurers. Should any questions or concerns arise, they may consult other Board members for advice without disclosing names. No students, teachers, or outside program leads will know if a child has received aid. Families are welcome to 'pay what they can' if they are able to provide a portion of the fees for an activity or program.

The aid application is good for one school year. If you are registering a child for subsequent activities, please register your child online and email deposits@puestadelsolpta.org .

Student aid limits are set based on the current school year PTA budget. If your child approaches their limit for the year, you will be notified as soon as possible.

If you have any questions or concerns, please email deposits@puestadelsolpta.org .

Aid is available but not limited to the following programs:

- Any PTA-sponsored school program (Sept-June)
- Band and orchestra instrument rental
- Adult/Caregiver PTA Membership fees
- Field Trip chaperone fees
- Yearbook Purchase

Steps to obtain financial aid for an activity or program:

1	Fill out the Financial Aid Application and email it to the PTA Deposits Treasurer at deposits@puestadelsolpta.org . Alternatively, you can pick up a printed copy of the Application from either the Puesta del Sol Office, or the Family Engagement Specialist.
2	The caregiver responsible for the student should register online on the PTA website for the desired program/activity and select 'pay by check'. The \$5 check fee is waived.
3	Email the reservation confirmation and email it to deposits@puestadelsolpta.org OR Submit printed copies in a sealed envelope addressed to PTA Treasurer via the PTA Mailbox in the Puesta Office (ask at the front desk if you do not know its location).
4	When the application is received by the Treasurers, they will note the amount of aid requested for your student and mark your account as paid in full. The Deposits Treasurer will then email you a payment confirmation.

Puesta del Sol PTA Financial Aid Application 2022-2023

This form can be filled out online (will be submitted automatically to the Treasurers) OR it can be printed, filled out, and submitted via the PTA Mailbox in the Puesta del Sol Office. Paper copies should be placed in a sealed envelope marked "PTA Treasurer".

Please submit this form and any activity registration at least one week before your child's desired program/activity is scheduled to begin.

Child's Name: _____

Caregiver/Guardian Name: _____

Telephone: _____

Other Telephone: _____

Email: _____

Best Way and Time(s) to Contact: _____

One-Time Financial Aid Requests:

- | | | |
|---|-------|----------|
| ● PTA Membership (\$13 one adult/\$23 family) | Y / N | \$ _____ |
| ● Yearbook (\$20 per student) | Y / N | \$ _____ |
| ● Orchestra/Band Instrument Rental (varies) | Y / N | \$ _____ |
| ● Field Trip Chaperone Fees (varies) | Y / N | \$ _____ |
| ● Other _____ | Y / N | \$ _____ |

Program/Activity Based Financial Aid:

Program/Activity Name: _____

Date Program/Activity Begins: _____

Would you like to pay a portion of the cost for this program/activity Y / N

If you are able, how much would you like to contribute? \$ _____

Deposits Treasurer will contact you to arrange any partial contributions.

Signature of Caregiver/Guardian: _____