

# TUITION ASSISTANCE APPLICATION

**Instructions:** Please consult the “Tuition Assistance Guidelines” in the Parent Handbook. Please fill out this form completely. The application is due by May 31st. However, if your financial needs change during the year, you can submit your application at any time.



Washington Park  
EARLY LEARNING CENTER

<b>Child's Name:</b>	<b>Birthdate:</b>
<b>Child's Class at WPELC:</b>	<b>Monthly Tuition:</b>

<b>Parent/ Guardian</b>	Name:	
	Address:	
	Home Phone:	Work Phone:
	Occupation:	
	Employer:	
	Length of Employment:	

<b>Parent/ Guardian</b>	Name:	
	Address:	
	Home Phone:	Work Phone:
	Occupation:	
	Employer:	
	Length of Employment:	

<b>Parents' Marital Status:</b>
Other children and adults living with your family (provide names and ages):

**GROSS MONTHLY INCOME**

1.	Wages (before taxes or other deductions)	
2.	Net Self-employment Income (as would be reported on income tax return Schedule C, divided by 12)	
3.	Monthly income and dividends, interest, bonuses, profit-sharing plans, pensions, etc.	
4.	Monthly income from child support, alimony, rental income or settlements	
5.	Monthly income from Social Security or disability payments or other Governmental assistance (please specify)	
	<b>TOTAL GROSS MONTHLY INCOME</b> (sum lines 1-5)	

**MONTHLY EXPENSES AND LIABILITIES (average per month)**

1.	Mortgage (PITI) <i>or</i> Rent (circle one)																																				
2.	Taxes																																				
3.	Utilities																																				
4.	Food																																				
5.	Medical/Dental																																				
6.	Insurance (life, auto, health, home - not included in PITI)																																				
7.	Child support, alimony or maintenance																																				
8.	Car payment																																				
9.	Child care																																				
10.	Liabilities exceeding \$50 (for mortgage only include balance):																																				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;"></th> <th style="width: 30%;">Creditor</th> <th style="width: 25%;">Item</th> <th style="width: 15%;">Balance</th> <th style="width: 25%;">Mo. Payment</th> </tr> </thead> <tbody> <tr> <td>a.</td> <td></td> <td style="text-align: center;"><i>mortgage</i></td> <td></td> <td style="text-align: center;"><i>see 1 above</i></td> </tr> <tr> <td>b.</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>c.</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>d.</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>e.</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="4" style="text-align: center;">Total Monthly Payments (lines b-e)</td> <td></td> </tr> </tbody> </table>				Creditor	Item	Balance	Mo. Payment	a.		<i>mortgage</i>		<i>see 1 above</i>	b.					c.					d.					e.					Total Monthly Payments (lines b-e)				
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**ASSETS (current values)**

1.	Checking Account balance																			
2.	Saving Account balance																			
3.	Retirement Account balance																			
4.	Stock and Mutual Funds																			
5.	Market Value of Home																			
6.	Personal Property (cars, etc.)																			
7.	Other Property or Assets (describe and give their value)																			
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**SPECIAL CIRCUMSTANCES**

1. Are there any special expenses you wish the Tuition Assistance Committee to consider (e.g., extraordinary medical or educational expenses, etc.)? Please use the back of the page if needed.
  
2. Is there any situation that you would want us to be aware of in considering your family for tuition assistance (e.g., single parent, divorce, recent move, illness, length of unemployment, etc.)? Please use the back of the page if needed.

**I certify that I have completed this application to the best of my knowledge and that it is true, complete, and accurate as of the date signed below. If I am awarded tuition assistance and my financial situation changes at any time, I agree to notify the Tuition Assistance Committee of the change immediately.**

\_\_\_\_\_ Date \_\_\_\_\_  
(Parent/Guardian's signature)

\_\_\_\_\_ Date \_\_\_\_\_  
(Parent/Guardian's signature)

Please attach a copy of your most recent tax return (1040 form only) and return the completed application and tax return in a sealed envelope to:

Washington Park Early Learning Center  
Attn: Treasurer  
400 S. Williams St., Ste. A  
Denver, CO 80209

Alternatively, you can print, fill out, and scan your completed application, including your most recent tax return, and email to our WPELC Volunteer Board Treasurer at [treasurer@wpehc.org](mailto:treasurer@wpehc.org).

Please see the WPELC Parent Handbook & Bylaws for more information on Tuition Assistance Guidelines and Process.

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*All information is kept confidential  
by the Treasurer and Tuition Assistance  
Committee*