



Thank you for your interest in The Harker School for the 2022-23 school year. To be eligible for consideration for financial aid, you must complete your Parents' Financial Statement (PFS) by Jan. 31, 2022. **Financial aid awards are based on need. Please see next page for qualifications, priorities and process.** We will communicate decisions about financial aid on March 17, 2022.

I would like to apply for financial aid. What do I do?

To begin your financial aid application for the 2022-23 enrollment year, follow the steps below:

Step 1

Open a financial aid file at Harker.

- Complete the two-page Harker Financial Aid Application and email it to Kathy Caveney (kathy.caveney@harker.org)
- Due date: immediately (please complete and return this brief form as soon as you can, before you do the Parents' Financial Statement)

Step 2

Open a file at SSS (School and Student Services for Financial Aid) and complete the Parents' Financial Statement (PFS) on or before Jan. 31, 2022.

How to complete the Parents Financial Statement (PFS) online

- Beginning Sept. 1, 2021, go to <https://sssandtadsfa.force.com/familyportal>
- Create your PFS Online account with your email address and a password. If you applied for financial aid last year, simply login to the PFS Online as a "returning family," using the email address and password you set up last year.
- Begin a PFS for academic year 2022-23. You can log out of the PFS Online at any time, then return later to complete it.
- After you have pressed "submit," you'll be taken to a payment screen. The fee of \$55 is nonrefundable. Once your PFS is submitted, it cannot be withdrawn from the SSS system.
- After you pay for and submit your PFS, you'll have access in the PFS Online to a section called "My Documents." You can upload the additional documents we require there.

Step 3

Submit the following supporting documentation to the SSS website on or before Feb. 15, 2022:

- 2021 Tax Return
- 1040, 1040A or 1040EZ (and all supporting Schedules A-E)
- 2021 W-2 forms
- 2021 Form 1099 (if applicable)

How To Submit Additional Required Documents Online

- Prepare your documents to be uploaded. Make sure the documents are on your computer, each saved as a separate file. Remove any security or password protection from your document files.
- Return to the PFS Online and log in.
- Select the "Academic Year 2022-23" button.
- From the PFS Online, click on the "My Documents" tab.
- On the "My Documents" page, you will see an upload button or a hyperlink next to a specific document name in the "Required Documents" section of the PFS. Clicking either the upload button or a hyperlink will lead you through a series of steps allowing you to name, locate and save the file.
- Once you have uploaded a document, the date will appear in the "Date Uploaded" column within minutes of the upload. Some tax documents go through a verification process. It can take up to 48 hours for the verification process to complete.

Here's key information you need to know about our school as you complete the PFS:

- Our school's full name: **The Harker School**
- Our school's SSS code: **3711**
- Contact information for School and Student Services (SSS): 800.344.8328
- Contact information for our financial aid office: 408.249.2510

If you need help completing the PFS, contact SSS customer service at 800.344.8328 or via email at sss@solutionsbysss.com.

Qualifications

Financial aid awards are based on need. There is no financial assistance based on high academic or other achievement. As with all applicants, students must qualify for acceptance into the school at the appropriate grade level and show evidence that he or she will make a positive contribution to the school, both in academics and extracurricular activities.

Attending The Harker School is a rewarding educational experience, and the school seeks to make that experience affordable to qualified students, regardless of their family's financial resources. Harker encourages families to apply for assistance while keeping in mind that the obligation for financing a student's education rests primarily with the family.

Priorities for Distribution of Funds

The amount of individual awards is based on the determined need and the funds available in the school's financial aid budget. There is a limited amount of financial assistance available. Those funds available during a particular school year will be distributed according to the following priorities:

1. Students who are currently receiving assistance and have filed papers by the deadline.
2. Students who have been enrolled in the school, are not receiving financial assistance currently, who would not be able to continue without financial help, and who have filed papers by the deadline.
3. Qualified new student applicants who have filed papers by the deadline.

The Process

We partner with School and Student Services (SSS) to process our financial aid applications. SSS is a service of the National Association of Independent Schools. Based on the financial information you provide, SSS gives us an estimated amount that your family can contribute to educational expenses. We use this estimate as a starting point to help us make fair and objective financial aid decisions, and also consider our school policy, practices and budgetary constraints.