



## Frequently Asked Questions – Kipona, PKS, PreK-12 Financial Aid

### GENERAL INFORMATION

**Q: What are your program deadlines?**

**A:** The table below details the specific program deadlines:

| <u>Program</u>                    | <u>Application Deadline</u> |
|-----------------------------------|-----------------------------|
| Kipona Scholarship Program        | February 17, 2017           |
| PKS Preschool Scholarship Program |                             |
| KS PreK-12 Financial Aid          | September 30, 2017          |

**Q: Can I apply for more than one KS Financial Aid and Scholarship Services (FASS) program?**

**A:** *Yes. Students may apply for more than one scholarship from FASS, but may only be granted an award, if any, from one program per academic year. An eligible application does not guarantee a scholarship award.*

**Q: What if I have more than one child to apply for?**

**A:** *The TADS financial assessment is a family application. One application can be used to apply multiple applicants in the household for multiple Prek-12 financial aid and scholarship programs.*

**Q: Do I need to reapply for financial aid and scholarships each year?**

**A:** *Yes, all students must reapply each year in order to be considered for an award. Your financial situation and eligibility is assessed annually.*

### APPLICATION

**Q: What is TADS?**

**A:** *TADS is the third party vendor used to process KS Preschool through Grade 12 financial aid and scholarship applications.*

**Q: Is there an application fee?**

**A:** *Yes, the non-refundable application fee is \$32.00 and payable to TADS. All fees are paid through the online application process.*

**Q: Are fee waivers available to cover the cost of the application?**

**A:** *KS offers a limited number of fee waivers. The fee waiver process is part of the online application. Eligibility is determined at the payment section of the application.*

**Q: Who is required to complete an application?**

*A: Biological Mother and Father must complete an application. Or, if biological parents live in the same household, add other parent to your household application.*

**Q: Can I use the same credentials to login as I did last year?**

*A: No, TADS is a new partner with KS. Unless you have a current login with TADS, all families must create a new account before being prompted to complete the application process.*

**Q: Where can I find instructions for completing the financial assessment?**

*A: The Financial Aid Application worksheet offers instruction for completing the application. The worksheet can be downloaded at: [TADS Financial Aid Assessment](#), once you create an account.*

**Q: What if I want to leave my online application and come back to it later?**

*A: Yes, you may log back in to the TADS system and complete the application at any time.*

**Q: If my circumstances change, can I change my application?**

*A: Please call the TADS helpline at 800-477-8237, Monday – Friday 7:00am – 8:00pm Central if you need to adjust your application, a TADS representative will ask for documentation of these changes to be submitted by mail, fax or upload.*

## **REQUIRED DOCUMENTS**

**Q: What are the required documents that need to be submitted with my application?**

*A: The required documentation will be outlined at the beginning and end of the online application and is tailored specifically to what is entered on your application. See a general list of required documents in the table below:*

### **Financial Aid & Scholarship Services Required Documents**

1. Signed 1040 or 1040A or 1040EZ
2. All Schedules (C, E, F, etc)
3. W2 Employer issued Statements
4. Verification of Non-Filing Form (notary not required)
5. Cash Benefits/TANF Benefits
6. Custody Agreement
7. Custodial Care Status Form
8. Temporary Restraining Order
9. Ward of the State Documentation

**Q: How do I submit my required documents to TADS?**

*A: There are three ways to submit your documents to TADS:*

- 1) You may upload your documents directly from your application.*
- 2) You may fax your documents to 612-548-3326. Should you decided to fax documents, include your TADS reference number so documents are attached to your application.*
- 3) You may mail your required documents to TADS, 110 N 5<sup>th</sup> Street 2<sup>nd</sup> Floor, Minneapolis, MN 55403.*

**Q: The application does not allow me to select a program. How do I know what program I am eligible for?**

*A: KS will send an acknowledgement email verifying program eligibility upon submittal of your application. Contact the Applicant Services Center at 808-534-8080 if an acknowledgement email has not been received.*

**Q: How do I know if TADS received my application or required documents?**

*A: TADS will send you an email within 48 business hours of receiving your fax, mailed document or upload.*

**Q: Will anyone contact me if I'm missing information?**

*A: KS in coordination with TADS will send email and/or phone call notifications each month if your application is incomplete.*

**Q: May I visit my local office to submit documents?**

*A: You are always welcome to visit us at any of our kōkua locations for assistance with your financial aid and scholarship needs. However, all application and required documents must be submitted to TADS for processing.*

## **REVIEW**

**Q: How does KS determine financial need?**

*A: Our PK-12 Financial Aid and Scholarship Programs are need based. KS uses the information you provide on your application and supporting documents to calculate your Estimated Family Contribution (EFC).*

**Q: What is EFC?**

*A: The Estimated Family Contribution (EFC) is the amount we estimate your family can contribute towards the applicant's education.*

**Q: What is the income level at which a family is no longer eligible for aid?**

*A: Because school costs and family situations vary considerably, there is no specific income limit that determines eligibility. We encourage everyone to apply if you feel you cannot meet your educational expenses.*

## KOKUA

### **What if I have other questions?**

*In partnership with TADS we are here to help! You may contact either Kamehameha Schools or TADS for assistance.*

***To contact TADS:** Monday-Friday, 8:00 AM to 8:00 PM Central Time at 800-477-8237, [support@tads.com](mailto:support@tads.com) or through our online chat at [www.mytads.com](http://www.mytads.com).*

***To contact Kamehameha Schools:** Please contact the KS Applicant Services Center (KS-ASC) at (808) 534-8080 or toll free at 1-800-842-4682, and then press 2.*