



# St. PHILIP PREPARATORY SCHOOL

A U.S. Department of Education  
National Blue Ribbon School of Excellence



January 20, 2025

Re: Diocese of Paterson Education Trust Scholarship for 2025-2026

Dear Parents:

The 2025-2026 Diocese of Paterson Education Trust Scholarship is now open for applications. Enclosed in this packet you will find the Scholarship eligibility requirements; information sheet from **Smart Aid** and the online application instructions.

If your child or children received an Education Trust Award for the 2024-25 school year, I want you to take advantage of reapplying again for the 2025-26 school year. To start your application, please go to **smartaidforparents.com**. If you enter the same email address and password used for your 2024-2025 application, that information will be re-entered on the application for 2025-26. However, you must review this information to make sure that there are no changes for 2025-26. Please make certain that if you have more than one child that is applying for an Education Trust Scholarship, you select, "Applying for Aid" **for each child** in the SMART Financial Aid application. All **2024 financial information** must be submitted for the 2025-26 application to be considered complete.

If you are applying for the first time or did not apply for the 2024-2025 school year, to start your application please go to **smartaidforparents.com**. You must create your account by entering your name, email address, create a password (write them down for future reference) and enter the school access code (on instruction sheet) to begin the process. Please make certain that if you have more than one child that is applying for an Education Trust Scholarship, you select, "Applying for Aid" **for each child** in the SMART Financial Aid application. The required financial information **must be submitted** for the 2025-2026 application to be considered complete.

**The deadline for submitting your application for the 2025-2026 school year is April 13, 2025.** You may not be eligible for an award if you have not submitted a complete application by **April 13, 2025**.

**If you have any further questions, please contact Pat Pinke at 973-779-2781.**

**Thank you for your support of Catholic school education and St. Preparatory School.**



***Diocese of Paterson***  
***Catholic School Education Trust Scholarship***  
***Application Requirements for 2025-2026***



**Eligibility Requirements for Elementary School Students**

- Resident of the City of Paterson or the City of Passaic who are not currently attending a Catholic elementary school in the Diocese of Paterson but who wish to attend a Catholic elementary school in the Diocese of Paterson • K to 7 students currently attending one of the eligible Catholic elementary schools who need financial assistance or need continued financial assistance
- Must complete a SMART Financial Aid application by the announced deadline date **APRIL 13, 2025** • Scholarship award is applied to tuition only
- Scholarship award is for 2025-2026 school year only (you must apply each year)

**Eligibility Requirements for Eight Grade Students and Returning High School Students**

- Resident of City of Paterson or City of Passaic
- Must have attended and graduated from a RC Diocese of Paterson elementary school with a grade point average of B or better or are currently enrolled in an eligible Catholic high school with a grade point average of B • Must attend one of the following eligible high schools:
  - DePaul Catholic High School, Wayne
  - Morris Catholic High School, Denville
  - Pope John XXIII High School, Sparta
- The scholarship award will not follow the student to a Catholic high school or non-Catholic high school outside the RC Diocese of Paterson
- Must be a family in good standing with the Catholic elementary school – no unpaid tuition and/or fees • Must complete SMART Financial Aid application by the announced deadline date **APRIL 13, 2025** • Scholarship award is applied to tuition only
- Scholarship award is for 2025-2026 school year only (you must apply each year)

**Family Financial Responsibility**

Families must be able to pay registration fees and any and all applicable fees that are required by the Catholic elementary school or high school.

**Scholarship Award Renewal Eligibility**

If your child received an Education Trust Scholarship in 2024-2025, you must reapply for an award and meet the following criteria to be considered for an award in 2025-2026:

- Documented Financial Need (must submit all **2024** tax forms, pay stubs, etc.)
- Grade Point Average (GPA) or final report card average of B or better and a good conduct record for the school year
- SMART Financial Aid application completed by **APRIL 13, 2025**
- Family in good standing: no unpaid tuition and/or fees

**Please Note:**

- SMART Financial Aid Application Fee is \$35 per family (same as last year)
- Incomplete applications will not be considered
- **Deadline Date to complete application: APRIL 13, 2025**



# Catholic Schools of The Paterson Diocese

*Empowering students to transform the world*

## EDUCATION TRUST SCHOLARSHIP 2025-2026

### SMART AID APPLICATION INFORMATION

Access Application: [www.smartaiddforparents.com](http://www.smartaiddforparents.com)

**School IDs and Names – Please apply to the school(s) that your child(ren) will be attending. You may include multiple schools for multiple children on one application.**

10664 - St. Philip the Apostle Preparatory 11229 - Holy Spirit School 13982- Morris Catholic High School 75941 - Rev. George Brown School 13984 - DePaul Catholic High School 11430 - Our Lady of Mt. Carmel 13980 - St. Anthony School 00221 - Pope John XXIII High School

10072 - St. Gerard Majella School 13981 - Academy of St. James of the Marches

**Application and Supporting Documents Due Date: April 13, 2025**

**Eligible Grades:** K-12

**Student Codes:** New Student = NEW; Returning Student = RETURNING

**Family Codes:** New Student = NEW; Returning Student = RETURNING

**Application Fee:** \$35 payable by credit card **only** at time of online application

**Required Supporting Documentation** (*Applications submitted without documents cannot be processed.*)

- Most recent paystub(s)
- 2024 W-2 forms for all jobs
- 2024 Federal Tax Return with all schedules
- 2024 Business Tax Return (if applicable)
- Supplemental income documentation: Social Security income; Welfare; Food Stamps; Child Support; 1099-M forms; Worker's Compensation; Unemployment; Veteran's Benefits; Housing Allowance; etc.

If you are unable to provide any of the aforementioned items, or any additional items requested during review, please submit a Special Circumstance Letter indicating which documents you cannot provide and why. This information will be shared with the school(s) to which you are applying.

#### **Creating Your Account**

Please visit <https://smartaiddforparents.com> and create your account by entering your primary email address as your username. Smart Aid will use this email address to contact you if your application is "On Hold" for missing documentation. Once you create your username and password, you will receive a verification email. Next, please click the verification link to verify that you are the account holder, and you will then be able to log in using the username and password you created. Please be advised that if you do not click the verification link that is sent to your email address, you will not be able to log in or reset your password.

#### **Submitting Documentation**

Documentation should be submitted at the time the application is completed. Please be advised that each document must be uploaded separately under the appropriate document type for your application to automatically move forward for review. Documents can be uploaded from the Documents tab within your account at [www.smartaiddforparents.com](http://www.smartaiddforparents.com)

#### **Application Rollover**

If you created a Smart Aid account to apply for financial aid in a prior year, your application will roll over into the next school year. Your username and password will remain the same, as well your Application ID number (apart from the first two digits as that indicate the school year). The Parent/Guardian and Dependents section of the application will be auto filled for you, you will simply need to confirm the information before advancing to the next sections of the application. If any information from the

Parent/Guardian and Dependent section should be updated, please make the necessary changes.

### **Smart Aid Contact Information**

Phone: 800-360-8027

Email: [support@smartaidforparents.com](mailto:support@smartaidforparents.com)

Live Chat: Click on the “Chat Now Using IM” link in the lower right corner of the screen.

### **Notification of Financial Aid**

Once your application is processed, a financial aid recommendation will be forwarded to the Diocese of Paterson Catholic Schools. All final financial aid decisions, including notification of an award amount (if any) will be made by the Diocese of Paterson Catholic Schools. If you have not received notification regarding financial aid, contact the financial administrator at the Diocese of Paterson Catholic Schools.

### **Tips for Completing the Application**

#### **Section 1 – Household Information**

Parent/Guardian: Enter the parent or guardian’s contact information. Dependent: Enter all dependents that live in the household. For dependents in college, select the “attending another private school” status option.

#### **Section 2 – Selecting a School**

Enter your school’s name or code from the list on p.1 of this document in the search box. Click the “green magnifying glass” icon and then click the “select box” to confirm your choice. Afterwards select student(s) by clicking in the box next to each student(s) name(s) to designate that the student(s) is applying to the correct school. You will then have to enter the student(s) upcoming grade for the 2024-2025 school year and select “new” or “returning” for the student. Repeat process for multiple children – multiple children and multiple schools can be included on one application.

#### **Section 3 – Income and Expenses**

Enter any income the household receives including employment, business or supplemental. If the work status is selected as ‘employed’, ‘self-employed’, ‘unemployed, receiving benefits’, or ‘disabled, receiving benefits,’ you will be required to enter this income source in the appropriate section before moving through the application. Please enter all expenses as they pertain to your household.

#### **Section 4 – Assets and Debts**

Enter all assets and debts as they pertain to your household.

#### **Section 5 – Special Circumstances**

Provide answers to all Special Circumstances questions (if none are listed, your school does not require them). Check off any special circumstance that pertains to your household. If no option available best describes your household’s circumstance, please check ‘other’ and describe your situation. This information is confidential and will only be available to designated School Administration and Smart Aid staff.

#### **Section 6 – Submit**

If your school uses family school codes, please make the appropriate selection. Agree to Smart Aid’s terms and conditions, then click SUBMIT to complete your online application.

### **Frequently Asked Questions**

#### **Q: Who should complete this aid application?**

A: Whomever the child resides with should complete this application whether it is a parent, grandparent, aunt/uncle, or legal guardian. There is a section within the application where you can enter contributions from non-custodial parents and relatives.

#### **Q: Why do I need to input my spouse’s information if I am remarried and they are not legally responsible for my children?**

A: Smart Aid’s calculation works off of the total household income, therefore including all income, whether the party is legally responsible for your children or not. Our system however, does take into effect your spouse’s expenses as well as their income. It is important to list all expenses that are asked of within the application.

#### **Q: I do not have the required tax documents. HELP!**

A: Include the most recent tax documentation you have available. If you are asked for a specific line from a tax document that you have not yet completed, please estimate the projected amount.

#### **Q: How will I know if I qualify for aid or not?**

A: We do not disclose information about the results of your application. All final tuition aid decisions, including notification of an award amount (if any); will be made by your school. For the date award notices will be given, please contact your school directly.

#### **Q: What if I want to edit my application?**

A: Once an application has been submitted and paid for it can no longer be edited by a parent. However, if changes are necessary a written statement with the change (including the application ID), should be sent to [support@smartaidforparents.com](mailto:support@smartaidforparents.com).