Hawken School seeks to enroll the most qualified and compelling students whose families understand and embrace the Purpose, Promise, and Principles of Hawken School. To achieve that goal, Hawken is committed to providing financial assistance to students whose families would otherwise be unable to consider Hawken as an educational option. Any family who anticipates needing financial assistance is encouraged to apply.

In the 2014-15 school year, Hawken awarded over $6 million in financial aid to 37% of the student body, with grants ranging from $1,500 to $26,000. While the majority of financial assistance grants are awarded to students in grades 6-12, a number of smaller awards are awarded to Lower School students in Kindergarten through 5th Grade.

Hawken subscribes to School and Student Services by NAIS (SSS) to process financial assistance applications. SSS is a service of the National Association of Independent Schools (NAIS), and is used by over 2,000 schools across the country in the financial assistance process.

What To Expect:
Hawken’s commitment to Fair Play extends to the financial assistance program. The need-based grants are determined using an analysis provided to Hawken by SSS, factual information from supplemental materials and tax returns, and the availability of funds. Hawken’s financial assistance policy is based on best practices from NAIS, ensuring that each financial assistance applicant is reviewed using the same standards, policies, and requirements.

The Hawken Admission Committee makes “need-blind” admission decisions and is not made aware of which students have requested financial assistance. Once admission acceptances are determined, but prior to family notification, the Financial Assistance Committee meets to allocate resources to those accepted students who have submitted all of the financial assistance paperwork and qualify for assistance. For this reason, families must complete the financial assistance application by the appropriate deadline. If all required information has not been submitted, an award cannot be made. Unfortunately we do not have the ability to offer financial assistance to every student who qualifies for both admission and financial assistance; a student may be admitted to the school but waitlisted for assistance.

Timeline:
Families apply for financial assistance at the same time they apply for admission; however, the financial assistance application is separate from – and in addition to – Hawken’s admission application. Families who complete the financial assistance application in a timely manner will receive notification of a financial assistance grant with the admission decision. Hawken’s ability to make a financial assistance award after an offer of admission has been made is limited; therefore it is important that the financial assistance application be submitted by the appropriate deadline.

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**Applying For Financial Assistance:**
To apply for financial assistance for the 2015-16 school year, the following must be completed and submitted to SSS by the appropriate deadline:

1. Complete the online Parents’ Financial Statement for the 2015-2016 academic year.
   b. Click on the prompt to begin your Parents’ Financial Statement (PFS) for the 2015-2016 academic year.
   c. Create an account and be sure to save your user name and password. This will allow you to return to your PFS at a later date.
   d. Complete and submit the PFS with the $41 fee. Hawken’s school code is 3778.
   e. Print a cover sheet at the conclusion of the PFS in the ‘Manage Documents’ tab.

2. Submit the following required supporting documents to SSS.
   a. 2013 Federal Tax Return (1040) for parents/step-parents/guardians with all supporting schedules, forms, and attachments. If you have either an S-Corp or Partnership listed on Schedule E of the 1040, please submit the corresponding K-1’s, and Form 1065 or 1120S.
   b. 2013 W-2 form(s) and/or 1099 (if applicable).
   c. Copy of a recent pay stub.
   e. Student tax return or trust agreement (for student or parent), if applicable.

The SSS by NAIS parent helpline can be accessed at 1-800-344-8328. You may also call Hawken at 440-423-2955 with any questions.

**How To Submit Documents To SSS:**

All tax documents must be submitted directly to SSS; please do not send any documents to Hawken. We recommend that documents are uploaded electronically to SSS using the ‘Manage My Documents’ tab on the PFS, as information is processed and delivered more quickly to Hawken.

Documents may also be mailed directly to SSS using the instructions on the PFS cover sheet. Please note that the processing time for mailed documents is 4-7 business days.

**Additional Information**

Please visit www.hawken.edu/affordinghawken to learn more about the financial assistance policy, including important guidelines for parents who are divorced, separated, or were never married, policies for business owners and the self-employed, non-working parents, members of the military, and any other unusual circumstances.