



200 Boscome Avenue, Staten Island, NY 10309 · 718.966.8695

Application Process for Families Needing Help with Tuition

Dear Parent:

Gateway Academy (GA) strongly supports a robust financial assistance program to make Christian school education affordable for families. Approximately 54% of GA families benefit from some level of assistance based on family resources. If a family has a need we encourage participation.

Financial Aid for School Tuition (FAST) is used to process all applications for Tuition Assistance (TA). FAST provides a needs-based analysis service, and recommends what a family should reasonably contribute toward tuition. GA's tuition assistance committee reviews all applications and decides on awards. Families must reapply each year.

For prospective families: Once you complete the school tour, admission testing (students entering grades 2 and up) and a half-day shadow (students entering pre-K - 1st) you may apply for TA through the steps below:

For returning families: follow the same steps below (May 8 is your deadline):

Steps to apply for tuition assistance:

1. Visit [gatewayacademyny.org](https://www.gatewayacademyny.org): click "admissions" tab. Click "Tuition and Financial Aid". Scroll down and click FAST link. For those receiving this letter via email you can also copy and paste this link in your web browser:
<https://www.ismfast.com/FastPage.php?id=93d5e795d50a8469bb8497e60f9f9540>
2. Click "Start Application" to begin. You may navigate in and out of the program to partially complete an application and return to it at another time. For questions call FAST's 24/7 helpline at [877.326.3278](tel:877.326.3278). Please call FAST directly with questions before calling GA.
3. There is a FAST fee for the application, to be paid by credit card at the end of the session.
4. After completing the application, you must submit all relevant tax documents -- federal and state (including all schedules), W-2's and business taxes if applicable -- via the following:

- You may scan tax documents to your FAST application under the quick processing wizard. (preferable for the sake of time and security)
- Mail to the following address for verification purposes:
Independent School Management
Attn: FAST Processing Center
1316 N. Union Street
Wilmington, DE 19806

Your tax documents must immediately follow the submission of the online application. ***There will be no determination for TA unless tax documents have been submitted.*** Make your tax appointment early!

For returning parents, your application must be completed no later than ***May 8***.

While no perfect financial aid procedure exists, this process has been selected to serve our school community well. Among its many features is the ability to further secure your financial data, maintain a high degree of confidentiality, and to appropriately help families in need of financial assistance.

Together We Serve,



Chris DeSanctis
Head of School