



BROTHER MARTIN HIGH SCHOOL

FINANCE OFFICE

March, 2017

Dear Parents,

In our continuing commitment to provide financial aid assistance to our families with demonstrated need, we are updating the application process to ensure the accuracy and effectiveness of the awards process.

FACTS Grant & Aid Assessment will be conducting an initial financial need analysis for Brother Martin High School for the upcoming 2017-2018 school year. Families applying for financial aid will need to complete an application and submit the necessary supporting documentation to FACTS Grant & Aid Assessment by April 28, 2017. Applicants can apply online beginning March 18, 2017 at www.brothermartin.com. Once you submit the online application, the following information is to be included for FACTS to complete the application process:

- Copies of your 2016 Federal tax forms including all supporting tax schedules.
- Copies of your 2016 W-2 forms for both you and your spouse.
- Copies of supporting documentation for Social Security Income, Welfare, Child Support, Food Stamps, Workers' Compensation, and TANF.

All supporting documentation may be uploaded in PDF format online. Documentation may also be faxed to 1-866-315-9264 or mailed to the address below. Please be sure to include the applicant ID on all faxed or mailed correspondence.

FACTS Grant & Aid Assessment
P.O. Box 82524
Lincoln, NE 68501-2524

FACTS will notify the school when the application's status is COMPLETE. Our financial aid committee will then make decisions regarding financial aid awards. If financial aid is awarded, a letter from the school will be mailed to the home around the middle of June.

Financial aid is not applied to the student's tuition account until July. Full registration and the June tuition payment must be paid in full. Parents must pay the full monthly tuition until the application's status is COMPLETE and aid is awarded. Deadline for completion is April 28, 2017. Please go online to check the status of your application with FACTS.

If you have questions or concerns about the application process, you may speak with a FACTS Customer Care Representative at 1-866-441-4637.

Sincerely,

Mr. Carroll Bourlet
Finance Director



FACTS Grant & Aid Assessment

FACTS Management, a division of Nelnet, Inc., makes quality education affordable for families and students, while supporting the financial stability of private and faith-based institutions.

One way we do this is through our Grant & Aid Assessment service, which allows schools to award financial aid with confidence to the families who truly need it. We work with schools to create a custom application for families, so FACTS can collect the financial data that matters. This way, your school will have the most accurate picture possible to make award decisions it can be proud of.

You can apply at your school's website, or by visiting FACTS at: online.factsmgmt.com/aid

- If you use FACTS Tuition Management, you may log in using the same credentials
- Fill out and submit your online application*
- Submit all required supporting documents by uploading online or faxing to 866.315.9264

Customer Care Representatives are available to assist you at 866.441.4637.

Frequently Asked Questions

Q. Who sets the application deadlines?

A. Application deadlines are set by your institution. If you are applying after the deadline, please contact your school to make sure your application will be accepted.

Q. Is the application process secure?

A. Yes. All documentation received is imaged upon receipt and then destroyed. Then, the application data becomes property of the applicable institution.

Q. What happens after I apply?

A. You can log into online.factsmgmt.com/aid to check the status of your application. Please allow two weeks for processing.

Q. Does the FACTS Grant & Aid Assessment process require a credit check?

A. No. FACTS does not require a credit check!

Apply at your school's website,
or visit FACTS at: online.factsmgmt.com/aid

FACTSmgmt.com



* A nonrefundable application fee may be required before your application will be submitted.