



50 Sacred Heart Drive, Groton CT. 06340

Phone 860-445-0611 FAX 860-448-4999

Larry Fitzgerald, Principal – principal@sacredheartgroton.org

Jeanette Lang, Administrative Assistant - admin@sacredheartgroton.org

Kelly M. Paige, Business Manager – businessmgr@sacredheartgroton.org

Dear Parent/Guardian:

FACTS Grant & Aid Assessment will be conducting the financial need analysis for **The Catholic Foundation of the Diocese of Norwich tuition assistance grants** for the upcoming 2014-2015 school year. Families applying for financial aid will need to complete an online application and submit the necessary supporting documentation to FACTS Grant & Aid Assessment **by March 5, 2014**. The link to apply can be found on the schools website: www.sacredheartgroton.org. Once an online application has been completed, the following information will need to be sent to FACTS to complete the application process:

- Copies of your most recent Federal tax forms including all supporting tax schedules.
- Copies of your 2013 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 can be uploaded in pdf format online.

Documentation can 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

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,

Kelly M. Paige
Business Manager