



## **317 Main Financial Aid Guidelines**

317 Main strives to make music instruction available to everyone who wants to learn. Through the generosity of community donors, active fundraising, and foundation support, 317 Main strives to make scholarship funds available to qualified applicants. To guide both applicants and 317 Main's review committee through the application process, we have established the following Financial Aid Guidelines. If you have any questions about these Guidelines, please contact Anne Coleman at [anne@317main.org](mailto:anne@317main.org).

### **How do I apply?**

Complete and drop off your Application for Financial Aid at the front desk during regular business hours, along with a copy of the first page of your most recent 1040 tax return. Applications are due two weeks before the start of the session.

The 317 Main Financial Aid Review Committee will review your application and contact you to let you know if your Application has been approved. After your Application is approved, you will need to register for your class with the Front Desk. You may do so in person or by phone. Balance of payment is due upon registration.

### **What criteria are used to determine eligibility?**

The Committee considers the following criteria:

- family need based on income level and family size;
- special circumstances, such as sudden financial change or high musical expenses
- applicant's commitment to musical instruction
- availability of funds.

Those applying for financial assistance will be considered on a first-come first-served basis, pending availability of scholarship funds.

In most cases, 317 Main offers partial scholarships so as to assist as many families as possible.

### **What are my responsibilities?**

Aid should go to those students who are serious about music. Therefore, all students who receive financial aid are expected to maintain 100% attendance at all scheduled lessons and

classes. This helps good practice habits and encourages a positive learning experience. Evaluations of student effort, progress and attendance will be reviewed throughout the semester. Poor attendance may disqualify students from the financial aid program.

In addition, all students receiving aid are encouraged to volunteer within the 317 Main community. This may include: volunteering at HenryFest (our annual outdoor music festival) and/or other events, or assisting with various administrative projects throughout the year.

**How do I renew my financial aid?**

Please contact Anne Coleman by email [anne@317main.org](mailto:anne@317main.org) in order to inquire about availability for a new session. All inquiries need to be sent two weeks before the session starts in order to be processed by our Financial Aid Review Committee.

**Thank you for interest in 317 Main. Please save this page for reference.**

**CONFIDENTIAL - Application for Financial Aid**

***All information is held in Strict Confidence. 317 Main reserves the right to request additional verification of any information provided.***

To be considered for assistance, please complete the following application and attach **a copy of the first page of your most recent 1040 Federal Tax form**. Please refer to the Guidelines for further information.

1. Personal Information

Today's Date

Student's Name

DOB

Student's Address

City/State

Zip Code

Home phone

Work/cell

Parent/Student's Email

Parent's Name (If student is under 18)

2. Registration Information

What session are you applying for?

If you are applying for a class, please list your first and second choices:

1.

2.

If you are applying for private lessons, please indicate lesson length and your preferred instructor and instrument:

1. 30 minutes \_\_\_\_ 45 minutes \_\_\_\_

2. Instructor:

3. Instrument:

What would you like to accomplish through music instruction?

**CONFIDENTIAL - Application for Financial Aid cont...**

3. Financial Information

Please list your annual household income here: \$ \_\_\_\_\_

Your Employer/Profession: \_\_\_\_\_

Spouse's Employer/Profession \_\_\_\_\_

Total Number of Dependents: \_\_\_\_\_

Are there any special circumstances that affect income or expenses, as it is reflected in your proof of income? Please include student loans, familial support, loss of job, etc.

As stated in the Guidelines, we ask each participant, or family member to volunteer up to 10 hours per year. Please circle preferred choices.

HenryFest

Other Fundraising Events

Office Help

Building and Grounds

4. Agreement

I have read the attached Financial Aid Guidelines and understand the commitment I am making by accepting a 317 Main financial aid award.

Signature of Student (or parent, if student is less than 18 years old)

\_\_\_\_\_ Date \_\_\_\_\_

If you have any questions about proof of income or other financial aid-related topics, please call or email Anne Coleman: 846-9559 [anne@317main.org](mailto:anne@317main.org)

For office use:

Amt awarded:            Session(s)

Lesson:            Staff Initials

