



Variable Tuition Instructions

Variable Tuition

In order to receive a tuition adjustment from school aid funds, a student must be enrolled and current on all accounts. Variable Tuition will not be processed for a student who is not properly registered or has unpaid balances.

LCS gives two types of financial assistance to families: vocation-based (pastoral/missionary) and need-based. If you are employed as a full-time pastor or missionary worker you may qualify for a discount on your tuition. If you feel that you qualify for this discount, please stop by the school office for an application. Tuition must be paid in full until determination is made by the Financial Aid Committee. Financial aid is limited, so early application is encouraged.

Need-based adjustments to tuition may be granted to families who can demonstrate financial need. In no case, however, will a variable tuition adjustment exceed 50% of the actual tuition costs. An application is required which includes pertinent data on the parents' income, assets, liabilities and expenses.

Application Process

- **Step 1:** Fill out the LCS application for enrollment.
- **Step 2:** To expedite the process, complete the need-based application online at <https://online.factsmgt.com/aid>.
(NOTE: You must provide FACTS Grant & Aid or the school a copy of last year's federal tax returns. Do Not hit the 'SUBMIT' button until all information is complete and accurate when you are applying online.) **A letter addressed to the Financial Aid Committee must be sent into the finance office communicating your financial circumstances.** The application fee is \$35, payable at the time of application.
- **Step 3:** The Financial Aid Committee will review your processed application. The personal information that you are required to provide on the application form will be kept confidential within this committee.
- **Step 4:** Decision. The school's Financial Office will inform you of the committee's decision in writing via e-mail.

Cancellation of Awards

The school reserves the right to review and cancel the Variable Tuition adjustments at any time because of failure to pay any outstanding tuition amounts on time. Additionally, any student who fails to remain in good standing at the school (academic, attendance, or disciplinary) will jeopardize their variable tuition adjustment.