



CHURCH SCHOLARSHIP PROGRAM

Our desire is to partner with churches in supporting the growth of God's Kingdom. We believe that Christian education plays a vital role in that. For families that desire classical Christian education but may need help with the cost of tuition, Annapolis Christian Academy offers financial assistance to those who qualify. Churches are then welcome to match any dollar amount of the assistance that ACA has already offered the family to come alongside us as we educate the next generation for Christ. The following outlines our church scholarship program:

1. Scholarship matching gifts from churches apply only to students (K-12) who are members in good standing of a local church in substantive agreement with the ACA statement of faith and have been accepted to attend ACA.
2. Scholarship matching funds are applied to tuition balances first. Any remaining funds will then be applied to any auxiliary expenses (i.e. application fee, lunches, uniforms, field trips, extracurricular activities, etc).
3. Before ACA receives a scholarship matching gift from a church, the following steps must be completed
 - a. Student must apply, test, and be accepted to Annapolis
 - b. Family must apply for tuition assistance through Annapolis Christian Academy website
 - c. Church must submit a Student Award Form along with the first payment. Though scholarship monies are welcome at any time through the year, it is recommended by that the first installment be made before the families first tuition bill comes due so all aid is accounted for. The ideal date would be July 1 to apply to the following academic year.
4. Funds for church scholarships may be allocated from a church's regular operations, but a special offering for this purpose is also strongly recommended. Donations to a church's scholarship fund for which a tax benefit will be sought must be derived from sources that are "detached and of disinterested generosity," motivated by a general desire to assist all students from a given church who are pursuing their education at ACA. **Please note that donations that are earmarked for specific students are not tax deductible under IRS guidelines but neither are they subject to a gift tax (see IRS Publication 526 for further details).**
5. Donations by parents to the church's scholarship account are forbidden during any year their child is a recipient of a church matching scholarship. This program is not intended to match monies that would properly be provided through tuition payments.
6. It is the responsibility of each participating church to ensure that IRS guidelines for charitable deductions are followed in the collection of scholarship donations. Questions about relevant IRS guidelines should be independently directed to a competent attorney, CPA, or tax consultant. *No provisions of this policy constitute or may be relied upon as legal advice to a church or individual.*

A Church representative (Pastor, Treasurer, Officer, Trustee, etc.) should sign below to indicate the church's agreement with these policies and procedures.

X _____
Signature of Church Representative / Date

Print Name



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Process for Parents

STEP 1- Go through the enrollment and financial aid process to prequalify your students to be enrolled at ACA.

STEP 2- Present the Church Scholarship Program to your church and ask for their help in promoting Christian education in our community.

Step 3- Complete a Student Award Form and submit this form to your local church scholarship committee or representative.

Step 4- Enroll your student(s) at ACA.

IMPORTANT AKNOWLEDGEMENT

I understand that by submitting this form to my church for consideration, I authorize ACA to release information concerning the amount I received in financial aid from the school to the church should they request it.

Signature

Date



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CHURCH SCHOLARSHIP AT A GLANCE

Purpose of Aid	To assist families and churches who desire to provide a Christian education for their students
Type of Aid	Need-based Scholarships
Award Amounts	Any amount agreed upon by the church and its representatives
Eligibility Requirements	<ol style="list-style-type: none">1. Student must be accepted to Annapolis Christian Academy.2. Student must apply for financial aid through ACA.3. Church must complete the Student Award Form and return to the Director of Advancement.
Renewal Requirements	Students are eligible for matching fund consideration annually with new church scholarship funding.
Enrollment Requirements	Students who have met ACA admissions criteria and have been accepted and are members in good standing of a local church.
Grade-Level Eligibility	Students in Kindergarten – 12 th grade
Costs this Aid Can Cover	Tuition & Auxiliary Fees



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STUDENT AWARD FORM

This form must be filled out by the church scholarship committee or a representative for each student sponsored and submitted to ACA with initial payment.

I. Student Information

_____	_____	_____	_____
Last	First	Middle Initial	
_____	_____	_____	_____
Street Address	City	State	Zip

II. Church Information (to be completed by the church)

_____	_____	_____	_____
Church Name		Church Phone Number	
_____	_____	_____	_____
Street Address	City	State	Zip
_____	_____	_____	_____
Church Contact (circle: Dr./Rev./Mr./Mrs./Miss)	Contact's Phone Number	Contact's E-mail Address	

Scholarship Payment Schedule:

One-time installment* 2 payments for Fall & Spring Semester Monthly gift

**This is the default option if no other choice is made above.*

We, the above named church, enter into an agreement with Annapolis Christian Academy to provide for the student listed above a scholarship in the amount of \$_____ for the academic year 20_____. We, the church, have determined the scholarship amount (not the student or parent) and neither the student nor the parent have contributed to this amount as an attempt to have their tuition matched or to receive a tax-deductible gift for tuition dollars (see IRS Publication 526). We submit this Church Matching Grant Application along with the enclosed church check.

_____	_____	_____
Date	Printed Name (Authorized Church Representative)	Church Position
_____	_____	_____
	Signature	Denomination/Affiliation

Make checks payable to Annapolis Christian Academy and mail completed form and check to:

Director of Advancement at Annapolis Christian Academy

3875 S. Staples Street
Corpus Christi, Texas 78411