

Flexible Tuition Application Process

Making Seven Hills Affordable

At Seven Hills, we believe deeply in our mission to prepare students fully for a meaningful role in a rapidly changing world. The school strives to maintain a richly diverse student body and an inclusive school community that mirrors the world in which we live. The Affordability Initiative reflects Seven Hills' intention to provide access to a Seven Hills education for families of various income levels.

Flexible Tuition Overview

Flexible Tuition may be available to students in full-day pre-kindergarten through grade 12, who are accepted to Seven Hills and qualify for a need-based tuition reduction. Families apply for admission and Flexible Tuition concurrently, but they are separate processes. Flexible Tuition applications are kept strictly confidential and do not influence an admission applicant's chance of being accepted to the school. Likewise, applicants who are accepted as students are not automatically eligible for a tuition reduction through Flexible Tuition.

Seven Hills uses recommendations from School and Student Services (SSS) in determining eligibility for Flexible Tuition. To apply for Seven Hills Flexible Tuition, you will need to complete a Parents' Financial Statement (PFS) through SSS.

Families apply for Flexible Tuition at the same time they apply for admission; however, the Flexible Tuition application is separate from the admission application. It is important that the Flexible Tuition application be completed by the deadline in order to receive notification of a Flexible Tuition decision with the admission decision.

Flexible Tuition Timeline and Deadlines for Pre-kindergarten through Grade 12*

	Early Decision Admission	Regular Decision Admission	Rolling Admission	Current Seven Hills Families
Parent Financial Statement (PFS) online and IRS Form 1040 sent to Seven Hills no later than:	Dec. 1, 2019 (copy of 2018 IRS Form 1040)	Feb. 15, 2020	Should be submitted at the same time as the admission application	Anytime between Oct. 15, 2019-Jan. 15, 2020 (Form 1040 received by April, 17, 2020)
Financial Aid Decision	Jan. 14, 2020	No later than March 1, 2020	At the same time as admission decision	No later than March 1, 2020

**Flexible Tuition is not available for pre-kindergarten for 2-year-olds.*

Instructions for Completing the Flexible Tuition Application

The Flexible Tuition application is complete when the Parents' Financial Statement (PFS) and all required documents have been submitted to SSS. Please note that Seven Hills requires information from all parents, step-parents, and live-in partners residing in the household—for instance, when a student's family lives in multiple households.

Steps to complete the Parents' Financial Statement (PFS) on the School and Student Services (SSS)

- Begin at the [School and Student Services \(SSS\)](#) website.
- Click on the prompt to begin your Parent's Financial Statement (PFS). Remember to make a note of your username and password, to access and update your PFS.
- Complete and submit the PFS with the \$51 fee. **The Seven Hills School code is 7270.** When your PFS is complete, print a cover sheet found in the "Manage Documents" tab.

Required Documents

- Using the "Manage Documents" tab in SSS for electronic documents, or via mail with the cover sheet for paper documents, please submit the following documents (do not upload encrypted or password-protected documents or send any documents to Seven Hills):

For prospective families

- Copies of your 2018 1040 (first two pages), W-2s, and 1099s if applicable.
- Copy of 2019 1040s, W-2s, and 1099 forms no later than April 17, 2020. If you submit the PFS prior to receiving your 2019 W-2, please use a pay stub from late 2019 to estimate annual income. If your 2019 signed tax return cannot be completed by the dates noted on the Flexible Tuition Timeline and Deadlines table on prior page, the PFS must still be received by this date to ensure preliminary consideration.
- Self-employed parents/guardians: include all related business forms with your 1040 (Schedule C, Schedule E, 1120, 1065 and K-1).

For current families already receiving Flexible Tuition

- Copy of 2019 1040s, 1040 W-2s and 1099 forms no later than April 17, 2020. If you submit the PFS prior to receiving your 2019 W-2, please use a pay stub from late 2019 to estimate annual income. If your 2019 signed tax return cannot be completed by Jan. 16, the PFS must still be received by this date to insure preliminary consideration.
- Self-employed parents/guardians: include all related business forms with your 1040 (Schedule C, Schedule E, 1120, 1065 and K-1).