

# **Financial Assistance Application Guide**

#### **Deadlines:**

Returning Families: December 15, 2024

New Families: February 10, 2025

#### **Application Process:**

**Platform:** ULS partners with Clarity for a quick and secure process.

**Time:** Complete in under 30 minutes, mobile-friendly, and can be saved/resumed.

**Notification:** Decisions based on Clarity application, tax documents, and ULS policies.

### Steps to Apply:

Create Account: Go to Clarity Sign-Up.

**Enter Information:** Select "University Liggett School" and fill in details.

**Authorize Tax Link:** Sign Form 4506c for tax return linking (ensure address matches Form 1040).

**Input Financial Data:** Enter most recent income, expenses, assets, debts (\$60 fee per household).

**Upload Documents:** Check "Document Requests" for K1, business taxes (if applicable). 1040 and W2s upload automatically.

## Tips:

**All Custodial Parents Apply:** If a parent remarries, the step-parent must be included in the application.

**Prepare Docs:** Gather most recent tax documents, mortgage/rental info, asset balances, and credit card statements.

**Share Your Story:** Note any recent changes in family or finances.

**Application Fee Waivers:** Automatically applied based on family size, income, assets.

### **Contact & Support:**

School Name: University Liggett School

Assistance: oturner@uls.org

**Documents:** K1 and related business tax documents for business owners; proof of tuition may be needed for multiple children.

**Support:** Available in English/Spanish, via "Help" button, <a href="mailto:support@claritytuition.com">support@claritytuition.com</a>, or 206-210-3752.

