Union Springs Academy

Financial Information

2020-2021
SCHOOL YEAR

Business Manager
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Union Springs Academy

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40 Spring Street, Union Springs, NY 13160
(315) 899-7314 | www.unionspringsacademy.org

FINANCIAL INFORMATION

Tuition, Room & Board

Program	*Boarding High School* BHS	*Day High School* DHS	*Online High School* OHS
Tuition Fee	$ 10,100	$ 10,100	$ 6,900
Room Fee	$ 3,000	---	---
Board Fee	$ 3,800	---	---
Total	$ 16,900	$ 10,100	$ 6,900
Monthly	$ 1,690	$ 1,010	$ 690

Payment Options

We offer a 5% discount for full payment of annual tuition and fees.

We also offer an interest-free 10-month-payment-plan in which the first payment is due at registration in August, along with the entrance fee. New and returning student discount can be applied towards first payment. Then, nine additional payments will be billed on the first day of the next nine months (Sep-May). They are due to be paid by the 15th day of each month, starting on September 15th, 2020. The last payment is due on May 15th, 2021, when any outstanding balance must be paid off.

Other Fees

Due at Registration

Entrance Fee – New Student	◯ $ 557
Entrance Fee – Returning Student	◯ $ 500

May be Added to Student Bill

Acceleration Fees (See Academic)	◯ $ 700
Athletics Fee (Per Sport or Team)	◯ $ 30
Appliance Fee (Per Appliance)	◯ $ 30
Application Fee	◯ $ 30
Graduation Fee (Senior Class)	◯ $ 80
Heritage Tour Fee (Junior Class)	◯ $ 80
International Fee (i-20 required)	◯ $ 2,000
Instrument Rental Fee	◯ $ 50
Music Concert Attire Fee	◯ $ 80
National Honor Society Fee	◯ $ 30
Room Key Deposit / Replacement	◯ $ 30
Room Deposit Fee	◯ $ 100
Science Lab Fee	◯ $ 30
Senior Survival (Senior Class)	◯ $ 30
Transcript	◯ $ 10

Financial Aid Options

Aid Option	*Amount*	*Details*
SDA FT Employees	up to $ 7,460	70% tuition and fees subsidy for BHS and 35% for DHS
Other Conferences	up to $ 7,460	Scholarships offered by other SDA Conferences
3-Way Plan	up to $ 4,000	Matching subsidy from the local SDA church, Academy and NY Conference
2-Way Plan	up to $ 2,800	Matching subsidy from the local SDA church and Academy
Academic Merit	up to $ 2,500	Awards offered at Academy Days, Skills Week, and 8th Graders Graduation
Financial Need	up to $ 2,000	Scholarship based on financial need (IRS Form 1040 required for application)
Multiple Student	up to $ 1,500	$ 1,000 discount for BHS 2nd child; $ 1,500 for BHS 3rd child; Senior priority
Literature Evangelism	up to $ 1,000	Matching scholarship of up to $ 1,000 for LE summer workers
New Student	up to $ 1,000	Discount for new students who are registered by July 31st, 2020
5% Off Full Payment	up to $ 845	Discount for full school year payment made by August, 31st, 2020
Camp Cherokee Work	up to $ 750	Matching scholarship of up to $ 750 for summer work at Camp Cherokee
NY Conf Constituent	up to $ 750	Discount for students who are members of the NY Conference of SDA
Returning Student	up to $ 500	Discount for returning students who are registered by June 31st, 2020

Student Labor

Day and Boarding Students are required to work up to 8 hours a week to help pay their tuition and to develop their work ethic. They can earn up to $ 2,000. Their earnings will vary depending on their job performance. Students are paid the NY minimum wage, and their income is posted as a credit in their school bill.

Contact Us

Our Business Office is open during the week from 8 am to 5 pm (until 12 pm on Fridays). For more details, you can reach us by phone at (315) 889-7314 or by email at businessoffice@unionspringsacademy.org.

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FINANCIAL AID GUIDELINES

Union Springs Academy offers a variety of financial aid options such as scholarships, awards, subsidies, and discounts. All these options are available to make the cost of attending our Academy affordable. Some of these financial aid options are limited by the amount of funds available, deadlines, and eligibility. In order to know the options available to you, take a couple of minutes to read this quick financial aid guideline.

Guidelines

To determine if a student is eligible to any of the financial aid options offered by our Academy, parents must fill out, sign and submit to the Business Office of the Academy (either by email or mail) the "Financial Aid Application" along with the following documents:

- Student acceptance letter by Union Springs Academy
- Signed IRS Form 1040 from your most recent Federal Tax Return
- Copy of the three most recent paystubs or signed letter from employer stating your monthly income

After reviewing these documents, our Business Office will determine how much from each financial aid option the student qualifies for. All parents/guardians whose child is eligible to receive one or more options of financial aid should be aware that, in most cases, the financial assistance given to a student does not cover all the costs of attending the Academy. Therefore, parents/guardians should expect to make monthly out-of-pocket payments towards the bill of their children.

Once scholarships are awarded, parents/guardians must agree to a payment plan and the terms and conditions for the financial aid received by signing a financial contract with the Academy. This contract will have a breakdown of the costs of attending Union Springs Academy, financial aid awarded, out-of-pocket payment, and other payment arrangements. If parents/guardians do not honor their part of this financial contract, the Academy may forfeit part or all financial aid awarded to the student.

Parents of returning students should keep in mind that if they received financial aid last year, they must apply for financial aid this year again. The deadlines for Financial Aid Application are July 15th for returning students and August 15th for new students. Any Financial Aid Application received after these dates must be approved by the Business Manager of the Academy.

Financial Aid Options

Below you will find more details about each one of the financial options available at Union Springs Academy. Keep in mind that they are subject to change without notice, and the Academy shall not be liable for any modification, amount change, suspension, or discontinuance of these financial aid options.

When eligible, students may earn the following percentages of the maximum amount offered for each scholarship: 100% for boarding students, 60% for day-students, and 40% for online students.

Full Annual Payment Discount

Parents/guardians who can afford to pay the full annual cost of the Academy are eligible to receive a 5% discount on the tuition, room, and board fees only.

New and Returning Students Discount

New students who apply to attend Union Springs Academy may be eligible to receive up to a $ 1,000 discount while returning students can receive up to $ 500. This discount can be applied to the first bill due to the Academy. If a student receives any additional financial aid not listed in this document, this discount may not be available for that student.

SDA Education Subsidy

Regular salaried employees of the Seventh-day Adventist Church in the North American Division are eligible to receive an education subsidy towards their high school children. This annual subsidy is 35% of the yearly tuition and entrance fee costs for day and online-students and 70% for boarding students.

2 Way-Plan and 3-Way-Plan

The 2-WAY-PLAN is available for students from outside of the New York Conference while the 3-WAY-PLAN is available only to students from within the New York Conference. Please see the "2-Way-Plan/3-Way-Plan Application" for more details.

Other SDA Conference Scholarships

Other Conferences and Unions of the Seventh-day Adventist Church may offer additional scholarships to students who are members in their jurisdictions. Union Springs Academy will assist parents in discovering any scholarship available in the Conference and Union where their children are coming from.

Academy Merit Awards

Union Springs Academy holds special events throughout the year, such as Academy Days and Skills Week, in which students may earn awards to be used towards their tuition costs with the Academy. In addition, Union Springs Academy awards 8th Graders graduates a scholarship based on their final grade, which can also be used towards their tuition costs with the Academy.

Financial Need Scholarship

This scholarship is available to all students whose parents need additional financial assistance to afford the cost of attending the Academy. Parents/guardians of students who qualify for this aid are asked to commit at least 50% of their 2020 federal child tax credit ($ 1,000) to be applied towards the student's bill.

Eligibility for this aid is based on the debt-to-income ratio of the parents/guardians. This ratio is determined by dividing the total amount of monthly debt payments by the total amount of monthly income. The result is then multiplied by $ 2,000. If debt and income information is not provided, the Academy cannot award this scholarship to the student.

If a student ends the school year with a credit balance, the Academy will deduct the amount given in Financial Need Scholarship from that credit before making any reimbursements to parents/guardians. In addition, this scholarship may be reduced or forfeited if a parent does not fulfill his/her part of the financial contract with the school or if a student does not fulfill his/her part of the academic agreement with the Academy.

Multiple Child Discount

Parents who have more than one student attending Union Springs Academy are eligible to receive this discount. If the parent/guardian has two students in the Academy, the second child is eligible to receive a $ 100 monthly credit towards his/her tuition costs. If the parent/guardian has three or more students in the Academy, the third child, fourth child, and so on, will be eligible to receive a $ 150 monthly credit towards their tuition costs. The greatest credit will be given in this order: senior student, junior, sophomore, and freshman.

Literature Evangelism Matching Scholarship

Students who work as literature evangelists during the summertime before the new school year are eligible to receive a matching scholarship from Union Springs Academy. To qualify, the student must bring a document signed by the leader and regional director stating his/her earnings during the summer program. Union Springs Academy will match up to $ 1,000 of that amount, which will be applied towards the student's bill with the Academy.

Camp Cherokee Matching Scholarship

Students who work at the Camp Cherokee during the summertime prior to the new school year are eligible to receive a matching scholarship. To qualify, the student must bring a document signed by the supervisor and director of the camp stating his/her earnings during the summer program. Union Springs Academy will match up to $ 750 of that amount, which will be applied towards the student's bill with the Academy.

NY Conference Constituent Discount

Students who are members of a local church within the New York Conference are eligible to receive a $ 75 monthly discount in their tuition costs at the Academy. To qualify, the student or parent must prove that the student is a member in good standing in his/her local church. This proof can be an email or a letter from the local church clerk.

Student Labor

Union Springs Academy believes that work is an integral part of education because it teaches students responsibility, consistency, and perseverance. Also, it is a tangible way for them to contribute to their school bill.

To be eligible for a job at Union Springs Academy, students must submit a copy of the following documents:

- Social Security card
- I9 Form for employment eligibility verification
- W4 Form for tax withholding purposes

A student's age, class load, health, ease of learning, and other factors, will be considered in selecting a work assignment. It is expected that all dormitory and day students who are eligible to work will be employed in some type of job on or off-campus.

Students will work an average of 1 to 2 hours a day (no work on Sabbath). The number of working hours for each student will be based on how much they are supposed to earn during the school year, but it will never exceed the maximum number of hours allowed by NY State law. Students will be paid the minimum wage, which is established yearly by the NY State Department of Labor. Their remuneration will be posted as a credit in their accounts with the Academy.

Union Springs Academy makes no guarantee regarding the monthly amount a student will earn in their job at the Academy. Their income will largely depend upon their availability and job performance.

The Academy will hold a job interview with each student to assign them to positions where they will be a good fit. Refusal to work at a job assignment may result in loss of employment and, possibly, loss of financial aid also, which may jeopardize the student's eligibility to continue at Union Springs Academy.

It is the student's responsibility to meet all work assignments. If the student has a conflict with work due to school schedules, such as a choir trip, and will be missing work, the student must notify his or her work supervisor before the occurrence. If a student is ill and cannot meet his or her work appointment, it is the student's responsibility to notify the work supervisor.

It is also the student's responsibility to keep his/her parents and the Academy work supervisor informed if he/she is not being assigned the number of work hours necessary to reach the estimated student labor credit available for the year.

Frequently Asked Questions

- *Is my Financial Aid application confidential?*
  All applications for financial aid are held in confidence throughout the application process. Only the Business Manager, the Finance Committee, and the Dean of Admission have access to the applications.

- *Can my family afford Union Springs Academy?*
  The Business Office at Union Springs Academy works to meet your family's needs. Using a need-based analysis, we determine what your family can afford, taking into account such important factors as income, assets, cost of living, family size, and siblings in tuition charging schools. Our calculation allows us to be generous and makes Union Springs Academy a possibility for 75% of our applicants. Around 75% of our students receiving financial aid come from households with a total income of less than $ 125,000.

- *How much assistance will my family receive?*
  Every family has its own set of financial circumstances. We review each case and consider all factors to make sure that our grant amount is fair and equitable. The below chart may help to give you an idea of what financial aid looks like at Union Springs Academy for families that qualify for assistance.

- *Will applying for financial aid affect my child's chances for admission?*
  Decisions regarding admission to Union Springs Academy and decisions about financial aid eligibility are made independently by two separate committees. All families who are interested in financial aid are encouraged to apply. For nearly 75% of our candidate families, applying for financial aid is a normal part of the admission process.

- *Does Union Springs Academy have any merit scholarships for which I can compete?*
  Yes. There is financial aid available for students who show outstanding academic performance. Awards are given at 8th graders graduations, Academy Days, Skills Week, and other events of the Academy.

- *Does Union Springs Academy award financial aid to students from foreign countries?*
  Yes, international students are eligible to receive financial aid.

Business Office

The Business Office of Union Springs Academy is available Monday through Friday from 8 am until 5 pm (until noon on Fridays) to answer any financial questions you may have. We can contact us at 315-889-7314, ext. 107 (Pr. Mauricio Schiavenin; Business Manager), ext. 103 (Armando Tagalog; Accountant), and ext. 109 (Michelle Gomez; Accounting Assistant. We are here to make sure finances may not be an obstacle for your child to join Union Springs Academy.

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FINANCIAL AID APPLICATION

Student: _____ _____ _____
LAST FIRST MIDDLE

SDA Member: _____ Baptized: _____ Boarding/Day/Online Student: _____

DOB# _____ / _____ / _____ SSN# _____ - _____ - _____ If International, A# _____

Parent / Legal Guardian: _____ _____ _____
LAST FIRST MIDDLE

DOB# _____ / _____ / _____ SSN# _____ - _____ - _____ If International, A# _____

Street Address: _____

City, State, Zip: _____

Phone: (_____) _____ - _____ Email: _____

Employer: _____ Phone: (_____) _____ - _____

Home Church: _____

Pastor: _____ Phone (_____) _____ - _____

Home Conference: _____

Number of Dependents _____ Number Attending Private Elementary or Secondary School _____

First Name of Other Dependents	Age	School (if applicable)
_____	____	_____
_____	____	_____

DEBT TO INCOME RATIO

Monthly Take-Home Income					Monthly Debt Payments			
Item	*You*	*Spouse*	*Total*		*Item*	*You*	*Spouse*	*Total*
Salary/Wages					Mortgage/Rent			
Social Security					Utilities			
Military Pay					Insurances			
Pension					Credit Cards			
Retirement					Car Payments			
Investment					Loan Payments			
Alimony					Medical Bills			
Rental					Taxes			
Unemployment					Tithe			
Others					Others			
TOTAL					TOTAL			

The information provided above is true and accurate to the best of my knowledge. I realize that providing false information may result in forfeiture of all financial aid and denial of admission to the school. I understand that if I no longer need financial aid due to improvement in my financial circumstances, I will inform the Union Springs Academy right away, and my aid will be adjusted accordingly. I also understand that if a credit balance remains at the end of the school year, it will be first deducted from all Financial Need Scholarship given during the school year before it can be carried over to the next school year.

Parent/Guardian Signature _____ Date ____ / ____ / _____

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2-WAY-PLAN / 3-WAY-PLAN APPLICATION

PARENT/GUARDIAN SECTION

Guidelines

Union Springs Academy offers two matching subsidies called 2-WAY-PLAN and 3-WAY-PLAN. The 2-WAY-PLAN is available for students from outside of the New York Conference while the 3-WAY-PLAN is available to students from within the New York Conference. A student receiving an SDA educational allowance (tuition assistance for full-time SDA employees) is not eligible for these plans.

Both plans require a local SDA church to contribute a certain amount towards the student's tuition, which will be proportionally matched by the Union Springs Academy. The NY Conference will also match the contribution of the NY Conference local churches for 3-WAY-PLAN only.

The amount being matched by the Union Springs Academy (and the NY Conference for 3-WAY-PLAN only) is based on the household adjusted gross income as indicated on your latest IRS Form 1040, the number of dependents in elementary and secondary private schools, and the number of members in your family. Any funds sent by the local church in excess to the maximum eligible amount will be applied directly to student account without matching funds.

In order to apply for this subsidy, you need to fill out and sign the Parent/Guardian section of this application (in addition to the FINANCIAL AID APPLICATION). Then, you need to mail the application to the Academy, where the recommended amount to be sponsored by the local church will be determined as well as the highest proportional matching amount from the Union Springs Academy (and from the NY Conference for 3-WAY-PLAN only).

Next, the Academy will mail the same application form to the clerk of the local church, who should take it to the church board for approval. Once the local church board votes on the amount to sponsor the student, the church section of the 2-WAY-PLAN / 3-WAY-PLAN APPLICATION must be filled out and signed by the clerk, treasurer, and pastor of that church. The application, then, should be mailed back to the Business Office of the Academy for a final review and approval.

Student: _____ _____
LAST FIRST MIDDLE

DOB# _____ / _____ / _____ SSN# _____ - _____ - _____ Grade Registered For: _____

Parent / Legal Guardian: _____ _____
LAST FIRST MIDDLE

DOB# _____ / _____ / _____ SSN# _____ - _____ - _____ Phone: (_____) _____ - _____

Street Address: _____

City, State, Zip: _____

Number of Dependents: _____ Number Attending Private Elementary or Secondary School: _____

First Name of Other Dependents:	Age:	School (if applicable):
_____	____	_____
_____	____	_____
_____	____	_____
_____	____	_____

Parent/Guardian Signature: _____ Date: ____ / ____ / _____

2-WAY-PLAN / 3-WAY-PLAN APPLICATION

UNION SPRINGS ACADEMY SECTION

A) IRS 1040 Adjusted Gross Income for 2019 ..... $) _____

B) Dependents in private high school ..... _____ x $ 7,000.00 each $) _____

C) Dependents in private elementary school ..... _____ x $ 3,000.00 each $) _____

D) Personal exemptions ..... _____ x $ 4,000.00 each $) _____

E) Income After Adjustments (A - (B + C + D)) ..... $) _____

	2-WAY-PLAN			3-WAY-PLAN			
Parent/Guardian's Income After Adjustments (E)	Local Church Portion	Union Springs Portion	Total	Local Church Portion	Union Springs Portion	New York Conference Portion	Total
$13,000 or less	$1,600.00	$1,200.00	$2800.00	$1,600.00	$1,200.00	$1,200.00	$4,000.00
$13,001 - $15,000	$1,500.00	$1,125.00	$2625.00	$1,500.00	$1,125.00	$1,125.00	$3,750.00
$15,001 - $17,000	$1,400.00	$1,050.00	$2450.00	$1,400.00	$1,050.00	$1,050.00	$3,500.00
$17,001 - $19,000	$1,300.00	$ 975.00	$2275.00	$1,300.00	$ 975.00	$ 975.00	$3,250.00
$19,001 - $21,000	$1,200.00	$ 900.00	$2100.00	$1,200.00	$ 900.00	$ 900.00	$3,000.00
$21,001 - $23,000	$1,100.00	$ 825.00	$1925.00	$1,100.00	$ 825.00	$ 825.00	$2,750.00
$23,001 - $25,000	$1,000.00	$ 750.00	$1750.00	$1,000.00	$ 750.00	$ 750.00	$2,500.00
$25,001 - $27,000	$ 900.00	$ 675.00	$1575.00	$ 900.00	$ 675.00	$ 675.00	$2,250.00
$27,001 - $29,000	$ 800.00	$ 600.00	$1400.00	$ 800.00	$ 600.00	$ 600.00	$2,000.00
$29,001 - $31,000	$ 700.00	$ 525.00	$1225.00	$ 700.00	$ 525.00	$ 525.00	$1,750.00
$31,001 - $33,000	$ 600.00	$ 450.00	$1050.00	$ 600.00	$ 450.00	$ 450.00	$1,500.00
$33,001 - $35,000	$ 500.00	$ 375.00	$875.00	$ 500.00	$ 375.00	$ 375.00	$1,250.00
$35,001 - $40,000	$ 400.00	$ 300.00	$700.00	$ 400.00	$ 300.00	$ 300.00	$1,000.00
$40,001 - $45,000	$ 300.00	$ 225.00	$525.00	$ 300.00	$ 225.00	$ 225.00	$ 700.00
$45,001 - $50,000	$ 200.00	$ 150.00	$350.00	$ 200.00	$ 150.00	$ 150.00	$ 500.00
$50,001 - $55,000	$ 100.00	$ 75.00	$175.00	$ 100.00	$ 75.00	$ 75.00	$ 250.00

Notes: _____

_____

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_____

_____

_____

_____

_____

This student is eligible to receive $ _____ from the local church to be matched in the ____ -WAY-PLAN.

Business Manager _____ Date ____ / ____ / _____

2-WAY-PLAN / 3-WAY-PLAN APPLICATION

LOCAL CHURCH SECTION

Sponsoring Church Conference: _____

Sponsoring Church: _____

Street Address: _____

City, State, Zip: _____

Clerk or Contact person: _____

Clerk or Contact Person's Address: _____

City, State, Zip: _____

Phone: (_____) _____ - _____ Email: _____

Total amount voted to assist student in ____-WAY-PLAN: $ _____ Date of Vote: ____ / ____ / _____

We, the sponsoring church, understand that the amount awarded by our church will not be applied to the student's account until it is received by Union Springs Academy. Once received, the funds will be applied to the students' account in its entirety. If the student withdraws from the Academy before the end of the school year, the funds will be prorated, and any remaining monies will be returned to the sponsoring church.

Notes: _____

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_____

Please print and sign your name on the lines below. All signatures are required.

Church Clerk: _____ Signature: _____

Church Treasurer: _____ _____ Signature: _____

Church Pastor: _____ Signature: _____