



October 18<sup>th</sup>, 2023

Dear Parent/Guardian:

As the first quarter is coming to a close, it's already time to start thinking about financial aid for the upcoming 2024-2025 school year.

Mount Mercy Academy works with FACTS (Fast Automated Cash Transaction Service) Grant & Aid to evaluate financial need. FACTS Grant & Aid Assessment will conduct a financial aid analysis based on the information you submit to them. *All families need to complete a FACTS application online and submit the necessary supporting documentation directly to FACTS via uploading the documentation onto your application.* This information needs to be submitted directly to FACTS Grant & Aid by **Monday, December 18<sup>th</sup>, 2023.**

**You are required to apply for financial aid every year you have a student(s) in attendance at Mercy.** Please be prompt in applying for financial aid. Your award is determined based on financial need and applying to FACTS **on time.**

- You can apply for FACTS here: <https://online.factsmgt.com/signin/3FQRV>

If you have any questions, please contact me in the Financial Aid Office at (716) 825-8796 ext. 303 or email [eryan@mtmercy.org](mailto:eryan@mtmercy.org).

Sincerely,

Erin Ryan  
Financial Aid Coordinator



## Scholarships and Financial Aid

### 1. Academic Scholarships

#### A. Policy

The amount of money set aside for scholarships and financial aid is set by the school's Board of Trustees who annually reviews the program through its budgetary process.

Mount Mercy Academy awards a number of academic scholarships each year. These awards are made available through gifts from supporters and alumnae, and allocation of school general funds. Traditionally, a four-year academic scholarship is guaranteed to the member of the incoming class scoring the highest on the Catholic High School Entrance Exam and indicating Mount Mercy Academy as her first-choice school on the admissions application.

- **Alumnae Scholarship:** Full tuition scholarship to the student who scores highest on the Catholic High School Admissions Exam.
- **Head of School Scholarship:** Half tuition scholarship to the student who scores the second highest on the Catholic High School Admissions Exam
- **Catherine McAuley Scholarship:** \$5,000 scholarship given to the student who scores the third highest on the Catholic High School Admissions Exam

**(Effective for the Class of 2026 and all classes moving forward, the above mentioned academic scholarships are awarded based on the scores of the Catholic High School Entrance Exam. Please note that the 5 academic scholarships that had been previously awarded to the Class of 2025 and 2024 will be honored until their graduation date.)**

#### B. Academic Scholarship Guidelines

All scholarship recipients must adhere to the following guidelines:

- The scholarship provided for each term requires that the student remain as a full-time Mount Mercy Academy student.
- The student understands and agrees with school policy that should the student be dismissed or withdraws, the amount of the award will be prorated based on attendance and the remainder will be forfeited to the school. Once the scholarship is forfeited, it will not be reinstated.
- The student can expect that the scholarship award per semester will remain effective the entire time they are enrolled in good academic and disciplinary standing at Mount Mercy

Academy. Poor grades, disciplinary action, particularly probation, will jeopardize the student's award.

## **2. Financial Aid Policy**

Mount Mercy Academy aims to provide consistent information to parents and students regarding financial aid. The following guidelines are designed to assist the Mount Mercy Academy community in understanding the philosophy and process associated with the awarding of financial aid to families.

Mount Mercy Academy is committed to preparing students for success in a diverse and changing world. We seek to offer our students a learning environment that is representative of our community: socially, culturally and economically. Mount Mercy Academy strives to maintain a student population that represents the diverse socio-economic backgrounds of our community. Toward that end, the purpose of Mount Mercy Academy's financial aid program is to provide financial assistance to families for whom, without such assistance, a Mount Mercy Academy education would not be an option. A financial aid award is based on family financial need, and does not need to be repaid. Tuition assistance is based on financial need as opposed to academic merit. Families receiving aid will be required to contribute at some level to the cost of tuition. There will be no awards of 100 percent of tuition. Mount Mercy Academy recognizes that many families make significant financial sacrifices to enroll in the school. Our policies and philosophy aim to ensure that each family who requests financial aid receives full consideration. Financial aid applicants are reviewed on a case-by-case basis. Financial aid consists of need based grants, work study, discounts and benefactor scholarships.

The financial aid process requires families to provide information of an inherently personal nature and Mount Mercy Academy adheres to the highest standards of confidentiality. Students and families are not identified as financial aid recipients by the school. In the case of single, separated and/or divorced parents, no information will be given by the school to either parent regarding the other parent's financial disclosures. Applicants are considered for admission on a need-blind basis. Students will receive a tuition assistance notification letter which will outline all financial aid to be given. All discussions and decisions about financial aid applicants for new and returning students are kept strictly confidential.

Students who are awarded financial aid must stay in good academic standing or their award may be revoked. The Financial Aid Coordinator will meet with the Head of School every semester to ensure that students remain in good academic and disciplinary standing.

Financial aid awards are at the discretion of the Financial Aid Committee.

### **A. Discounts**

Mount Mercy Academy offers the following discounts.

- **Mercy Hospital Discount:** Mount Mercy Academy offers a \$500.00 tuition discount given to all parents who are employed by Mercy Hospital. The parent must provide, by

**December 18<sup>th</sup>**, a current paystub as well as a letter verifying their employment and the length of time they have been employed. Verification of employment is needed each year your daughter(s) remains in attendance at Mount Mercy Academy.

- **Catholic School Employee Discount:** Mount Mercy Academy offers a 25% discount applied to the tuition accounts of those families who have at least one parent who is a **full-time employee at a Catholic elementary school or a Catholic high school**. Any part-time employee or coach at a Catholic elementary school or Catholic high school shall receive a pro-rated discount. The pro-rated discount determinations will be made at the discretion of the School Administration in conjunction with the policies set forth by the Board of Trustees. In addition, an employee of a Catholic college shall also receive a pro-rated tuition discount based on their full-time or part-time status at the discretion of the School Administration and in conjunction with the policies set forth by the Board of Trustees. **\*Please refer to the Catholic School Employee Discount letter for the verification requirement.\***

## **B. Work Study**

Work study positions are assigned only to students whose families have qualified for financial aid. Work study provides an opportunity for students to reduce their tuition at Mount Mercy Academy. It is a mature responsibility, but one we think, as a school community, is an important education piece. Second, the Work Study Program provides the necessary people to do the many needed tasks at our school. Therefore, we rely on the **commitment** of students as work study requires the same responsibilities as any other job.

If a family qualifies for financial assistance, and is awarded work study, an award letter is mailed from the Financial Aid Office with an option to accept the work study portion of the grant award. If the work study option is chosen the student must follow the detailed information provided in the work study letter. If the family declines the work study offer, the financial aid award is reduced by the amount the work study position covered.

## **C. Benefactor Scholarships**

The Financial Aid Committee will determine the students that receive benefactor scholarships, which are based on financial need and any other criteria set by the benefactor. Students agree to abide by the terms of the scholarship which may require a typewritten letter of appreciation or meeting with the donor for the scholarship. **\*Please see the 3 scholarship applications that are included in the financial aid packet for information on how to apply.\***

## **Financial Aid Award Guidelines**

Financial aid is awarded on the basis of a family's financial need. A variety of criteria are considered, including income (taxable and nontaxable), assets, number of dependents, number of children attending tuition-based schools, number of parents who are working, etc. Parents are obligated to disclose if they receive any outside financial help for education from relatives, friends or other sources. This information is balanced with data about living expenses, medical costs,

indebtedness, and other factors such as child support and legal expenses. A standardized approach is used to determine a family's discretionary income. A portion of this discretionary income is considered available for educational costs.

To gather information and objectively evaluate it, Mount Mercy Academy works with FACTS Grant & Aid to evaluate financial need. FACTS independently assess a family's ability to pay school costs and forward that information to the schools requested by the family. This information is then evaluated in the context of each family's individual circumstances. All interested families may complete a confidential online application for financial aid. FACTS will forward their recommendations to the Financial Aid team. The deadline for financial aid applications is **December 18<sup>th</sup>**. You are required to apply for financial aid every year that you are in attendance at Mount Mercy Academy. Late applications will be considered, however, there is no guarantee that funds will be available. It is expected that families will apply for financial aid for all children in tuition charging institutions, including secondary schools and colleges. The school seeks an equitable distribution of financial aid resources from all institutions.

A Financial Aid Committee reviews the applicant's tax return and the FACTS forms in order to make award decisions. Anonymous award information (i.e. number of families receiving aid, award ranges, etc.) is reviewed by the Board of Trustees to ensure that the school is meeting its strategic goals.

The amount of aid provided to each family depends upon established need, the amount of aid dollars available, and the number of applicants for this aid. Financial aid awards are made in accordance with all other policies of the school.

### **Returning Students Receiving Financial Aid**

Families who already receive aid will be notified in November and must apply by **December 18<sup>th</sup>**. The size of awards will continue to depend upon demonstrated need, the number of financial aid applicants, and dollars available. Financial aid applications will not be considered if there is a past due balance on the current year's tuition.

### **Accepted Applicants**

Admissions decisions are made without consideration of a family's application for financial aid. Financial aid decisions are based on a family's financial need, resources available to the family and the school's ability to support that family. Families of applicants to Mount Mercy Academy should submit all required information by the financial aid deadline published in the application materials. The amount of the financial aid award will be sent shortly after the student's acceptance letter. Unfortunately, we cannot guarantee that we can meet the needs of all applicants.

### **Late and Mid-Year Applicants for Financial Aid**

Families who are interested in financial aid may inquire at any time; however most awards are made in the winter following the financial aid deadline. We encourage families to meet the deadlines for application if they want to be considered. Late or mid-year applicants will be

considered when they apply. However, all financial aid dollars may have been distributed and aid may not be available to late applicants even if qualified.

## **Single, Separated and Divorced Parents**

Financial aid for single, divorced or separated parents is awarded based on the income of the individual(s) who are responsible for paying the tuition.

If both parents are paying a portion of the tuition, both parents must apply for financial aid separately. The amount awarded to each parent will be based on their individual income and the portion of the tuition they are responsible for paying. If either parent is remarried, we will consider the assets of the stepparent, always bearing in mind the obligation of that stepparent to his or her own natural children.

## **Multiple Student Tuition Discount Policy**

We understand that the cost of private school tuition is very expensive and sometimes appears to be unaffordable for families with multiple children who choose to come to Mount Mercy Academy. Therefore, the school has developed the following Tuition Policy for families with multiple students enrolled at Mount Mercy Academy simultaneously.

1. **General Sibling Discount, No Other Financial Aid Needed** - If a second student is enrolled, the youngest student automatically will receive a \$1,000 sibling discount. The family does not need to apply for financial aid in order to receive this discount.
2. **2<sup>nd</sup> Student, Additional Financial Aid Needed** - If a family needs additional financial aid the family must apply for financial aid online via the FACTS Grant & Aid Application. If the family net income is less than \$100,000/year the family will receive a half tuition sibling discount for both students attending Mount Mercy Academy. Other scholarships may be awarded based on financial need reported by FACTS.
3. **3<sup>rd</sup> Student, Additional Financial Aid Needed** - If a family needs additional financial aid the family must apply for financial aid online via FACTS Grant & Aid Application. If the family net income is less than \$100,000/year the family will receive a half tuition sibling discount for all three students attending Mount Mercy Academy. Other scholarships may be awarded based on financial need reported by FACTS.

If there are four siblings attending Mount Mercy Academy at the same time, an appropriate sibling discount will be awarded based on family need and discussion with the Financial Aid Coordinator.



Mount Mercy Academy

# Benefactor's Scholarship Application



STUDENT INFORMATION:

Student Full Name: \_\_\_\_\_ Date of Birth \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Home Telephone Number \_\_\_\_\_

Current Academic Average (if applicable) \_\_\_\_\_ Class of \_\_\_\_\_

\_\_\_\_\_ I am an incoming freshman and the school I attended 8th grade is (school name) \_\_\_\_\_

\_\_\_\_\_ I am a high school transfer student from (school name) \_\_\_\_\_

\_\_\_\_\_ I am a current Mercy student.

FULL NAME AND ADDRESS OF PARENTS OR GUARDIANS (please check custodial parent, if applicable)

Father: \_\_\_\_\_

Mother: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

PLEASE ANSWER ALL QUESTIONS ON THIS APPLICATION TO BE CONSIDERED FOR ANY BENEFACTOR SCHOLARSHIPS. **MUST BE COMPLETED BY DECEMBER 18, 2023:**

1. Was a FACTS TUITION ASSISTANCE APPLICATION completed? (Please check one) \_\_\_\_\_ YES \_\_\_\_\_ NO

2. Are there any additional financial or personal circumstances we should consider when rewarding financial need-based scholarships?

\_\_\_\_\_  
\_\_\_\_\_

3. Please list all extracurricular activities you have participated in. Please list activity, year, position, etc.

ACTIVITY

POSITION

YEAR OF PARTICIPATION

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please complete other side







Mount Mercy Academy

# Mission of Mercy Scholarship Application



STUDENT INFORMATION:

Student Full Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Telephone Number ( \_\_\_\_\_ ) \_\_\_\_\_

Current Academic Average (*if applicable*) \_\_\_\_\_ Class of \_\_\_\_\_

\_\_\_\_\_ I am an incoming freshman and the school I attended 8th grade is (*school name*) \_\_\_\_\_

\_\_\_\_\_ I am a high school transfer student from (*school name*) \_\_\_\_\_

\_\_\_\_\_ I am a current Mercy student.

FULL NAME AND ADDRESS OF PARENTS OR GUARDIANS

Father: \_\_\_\_\_

Mother: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

PLEASE ANSWER ALL QUESTIONS ON THIS APPLICATION TO BE CONSIDERED FOR ANY MISSION OF MERCY SCHOLARSHIPS. **MUST BE COMPLETED BY DECEMBER 18, 2023:**

1. Was a FACTS TUITION ASSISTANCE APPLICATION completed? (*Please check one*)    \_\_\_ YES    \_\_\_ NO

2. Are there any additional financial or personal circumstances we should consider when awarding financial need-based scholarships?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. Please list all extracurricular activities you have participated in.

ACTIVITY	POSITION	YEAR OF PARTICIPATION

4. Please list all service projects and/or volunteer activities you have participated in.

ACTIVITY	POSITION	YEAR OF PARTICIPATION

5. Please list all honors, awards or accomplishments and grade/year received.

HONOR/AWARD	GRADE/YEAR

6. The Mission of Mercy Scholarships will be given out to students for service, character and/or academic achievement. To be considered for one of these scholarships, students must submit one letter of recommendation and an essay detailing how you exemplify the "Portrait of a Mercy Graduate" as detailed below. (The same letter of recommendation and essay can be used to apply for both Benefactor Scholarships and Mission of Mercy Scholarships.)

I VERIFY THAT ALL OF THE INFORMATION PROVIDED ON THIS FORM IS TRUTHFUL TO THE BEST OF MY KNOWLEDGE.

SIGNATURE OF PARENT/GUARDIAN \_\_\_\_\_ DATE \_\_\_\_\_

***Portrait of the Mercy Graduate***

**A woman of Mercy is ...**

- A woman of compassionate service.**
- A woman who is respectful toward herself and others.**
- A woman who is articulate.**
- A woman who strives for excellence in all that she does.**
- A woman who is empowered to influence the world.**

**PLEASE RETURN BY DECEMBER 18, 2023**

Mount Mercy Academy  
 FINANCIAL AID AWARD COMMITTEE  
 88 Red Jacket Parkway  
 Buffalo, New York 14220  
 or fax to (716) 825-0976 Attention: Financial Aid Award Committee  
**or email to [erenowden@mtmercy.org](mailto:erenowden@mtmercy.org)**





# The Walz Family Award

## STUDENT INFORMATION:

Student Full Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Telephone Number: \_\_\_\_\_

Current Academic Average: \_\_\_\_\_ Class of: \_\_\_\_\_

## FULL NAME AND ADDRESS OF PARENTS OR GUARDIANS:

Father: \_\_\_\_\_ Mother: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Email: \_\_\_\_\_

**CRITERIA:** The applicant must have an excellent academic record, displays continued motivation for academic success at Mount Mercy Academy and demonstrates financial need. The applicant must also complete the essay requirement as detailed below.

**ESSAY REQUIREMENT:** Write an essay describing your participation in service projects in your parish, church, school, or in the community. Your essay should be between 250-500 words. **Please submit your typed essay with this application and return it to Mount Mercy Academy by December 18, 2023.**

**I VERIFY THAT ALL OF THE INFORMATION PROVIDED ON THIS FORM IS TRUTHFUL TO THE BEST OF MY KNOWLEDGE**

SIGNATURE OF STUDENT: \_\_\_\_\_ DATE: \_\_\_\_\_

SIGNATURE OF PARENT/GUARDIAN: \_\_\_\_\_ DATE: \_\_\_\_\_

## PLEASE RETURN BY DECEMBER 18, 2023:

Mount Mercy Academy  
FINANCIAL AID AWARD COMMITTEE  
88 Red Jacket Parkway  
Buffalo, NY 14220  
or fax to (716) 825-0976 Attention: Financial Aid Award Committee  
**or email to [erenowden@mtmercy.org](mailto:erenowden@mtmercy.org)**



# Catholic School Employee Discount

October 18<sup>th</sup>, 2023

Dear Parent/Guardian:

Mount Mercy Academy values your choice to pursue a Catholic Education for your daughter. We also recognize the importance of being employed by a Catholic School and providing students all over WNY a high-quality education as well as a rewarding experience. A **25% discount** will be applied to the tuition accounts of those families who have at least one parent who is a **full-time employee at a Catholic elementary school or a Catholic high school**. Any part-time employee or coach at a Catholic elementary school or Catholic high school shall receive a pro-rated discount. The pro-rated discount determinations will be made at the discretion of the School Administration in conjunction with the policies set forth by the Board of Trustees. In addition, an employee of a Catholic college shall also receive a pro-rated tuition discount based on their full-time or part-time status at the discretion of the School Administration and in conjunction with the policies set forth by the Board of Trustees.

If you qualify, the following information must be provided for verification of your current employment:

- A copy of your latest paystub from your Catholic School employer
- A letter from your supervisor/HR Department on school letterhead stating that you are a current employee, your employment status, i.e. part-time, full-time, etc. and how many years you have been employed by the school.

This information should be sent to Erin Ryan in the Financial Aid Office **no later than December 18<sup>th</sup>, 2023**. Please make sure you submit employment verification documentation each year your daughter(s) is in attendance at Mount Mercy Academy.

Sincerely,

Erin Ryan  
Financial Aid Coordinator  
716-825-8796 ext. 303  
[eryan@mtmercy.org](mailto:eryan@mtmercy.org)



October 18<sup>th</sup>, 2023

**Mercy Hospital Discount**

Dear Parent/Guardian:

There is a tuition discount offered by Mount Mercy Academy to parents who work at Mercy Hospital. If you qualify, the following information must be provided for verification of your current employment:

- A copy of your latest paystub from Mercy Hospital
- A letter from your supervisor on Mercy Hospital letterhead stating that you are a current employee and for how long.

This information should be sent to Erin Ryan in the Financial Aid Office **no later than December 18<sup>th</sup>, 2023**. Please make sure you submit employment verification documentation each year your daughter(s) is in attendance at Mount Mercy Academy. If you have any questions pertaining to this matter, please contact me at [eryan@mtmercy.org](mailto:eryan@mtmercy.org) or (716) 825-8796 ext. 303.

Sincerely,

Erin Ryan  
Financial Aid Coordinator