

THE NOCCA INSTITUTE TERM-TIME FINANCIAL AID PROGRAM 2019-20



READ THOROUGHLY & COMPLETE IF YOU ARE APPLYING FOR AID

*This application is for financial aid requests only. Do not use this application to ask for extensions on payments or payment plans with NOCCA. Please contact NOCCA's office for more information at 504-940-2787.

Term-Time Financial Aid runs from September to May. The NOCCA Institute (TNI) offers financial assistance for: arts department and Academic Studio fees; required private music lessons; school organized competition travel; Visual Arts AP testing fees; and NOCCA-provided ACT Prep-Course Fees.

TNI does not fund: past due fees; cost of daily transportation; lost ID's; damaged computers; or senior fees.

Awards are based solely on documented financial need. **Financial Aid applicants are NOT required to pay towards fees until AFTER The NOCCA Institute has made awards.** If there is a balance remaining, you will pay NOCCA directly.

APPLICATION DEADLINES

FULLY COMPLETED APPLICATIONS will be due to The NOCCA Institute on the following dates for these costs:

Term-Time Fees	Friday, July 5, 2019
National Association of Teachers of Singing Regional Auditions	Monday, September 23, 2019
Chicago Unified National Auditions	Monday, October 28, 2019
National High School Dance Festival	Monday, November 4, 2019

Financial Aid Award notifications/contracts will be mailed Friday **September 13, 2019**. Applications may be submitted and funded throughout the year as funds remain available.

REQUIRED DOCUMENTS

Applications will NOT be considered for aid without submission of all three required documents by deadline dates:

- Filled out application
- Proof of **Total Household Income** (submitted just once per school year)
- Short Essay written by the student (submitted just once for term-time aid)
- (Optional) Letter of Special Financial Circumstances written by parent/guardian

GUIDELINES

1. Proof of total household income may be in the form of one or more of the following: a copy of the first two pages of the most recent tax return of parent(s)/legal guardian(s); most recent W-2(s); most recent Form 1099; copy of the last two pay stubs indicating pay periods; and/or documentation of social security, child support or public assistance (SNAP, WIC, etc.).

***REQUIRED: BLACK OUT ALL SOCIAL SECURITY NUMBERS** – they will be listed on the top right hand corner on your tax return and in each Dependent Box. **Documentation of income and/or assistance MUST be provided regardless of current employment status.** ***Government/IRS documents are preferred as they give the most accurate account of your finances.**

2. In the student essay, describe yourself, art, community activities if any, and what attending NOCCA means to you. Essays may be typed or legibly hand-written.

3. Parent(s)/Guardian(s) may submit a **letter of special financial circumstances**, documenting need that's not apparent from proof of income, such as change in income, recent job loss, family illness, etc.

4. Financial Aid is terminated immediately should a student leave NOCCA's program at any time during the school year.

5. For private lessons, please wait for Department Chair approval to apply for aid.

SIGNED CONTRACT

Financial Aid will not be dispersed until the award contract mailed to recipients is returned to The NOCCA Institute's office with **both** student and parent/guardian signatures. Payment is not retroactive; for example, if a student applies in December for private music lesson support, payment will start in December even if lessons began earlier.



Term-Time Financial Aid Program 2019-20

Fill out only if you are applying for aid

ALL FIELDS MUST BE FILLED OUT - mark N/A for fields that don't apply

Office Use Only

in Household _____

THI _____

A _____

APPLICATION

Student's Last Name _____ First Name _____ Middle _____

Address _____ City _____ State _____ Zip _____

Parish _____ Student's Preferred E-mail _____ Phone _____

PARENT'S NAME _____ Phone _____

Employer _____ Parent E-mail _____

PARENT'S NAME _____ Phone _____

Employer _____ Parent E-mail _____

OR LEGAL GUARDIAN _____ Phone _____

Employer _____ Guardian E-mail _____

Who does the student live with? **(list parent(s)/guardian(s) and ALL children/dependents)**

DISCIPLINE: Classical Instrumental Creative Writing Culinary Arts Dance Drama
Jazz Media Arts Musical Theatre Theatre Design Visual Arts Vocal

LEVEL: I II III IV Intro Middle

SCHOOL GRADE LEVEL as of August 2019 _____ (i.e.: 9th, 10th, 11th, 12th) **NOCCA STUDENT ID #** _____

ENROLLED ACADEMIC SCHOOL (as of August 2019. i.e.: Academic Studio, Franklin, etc.) _____

CHECK TYPE(S) OF ASSISTANCE REQUESTED

Arts Department Fee \$ _____ **NATS** \$ _____ **NOCCA Dual Enrollment** \$ _____

Academic Studio Fee \$ _____ **Chicago Unified Auditions** \$ _____

NOCCA ACT Prep Course \$ _____ **Dance Regional Auditions** \$ _____

Required private lessons (JAZZ AND CLASSICAL INSTRUMENTAL STUDENTS ONLY; A FACULTY SIGNATURE IS REQUIRED FOR APPROVAL OF ALL PRIVATE LESSON REQUESTS.

Name of teacher _____

E-mail _____ Phone _____

Amount charged per lesson \$ _____ (two 1-hour or four 30-minute lessons per month, September - May, are allowed)

REQUIRED SIGNATURES

I verify that all information submitted is correct. I understand that receiving an award of financial aid from The NOCCA Institute does not assign any responsibility or liability to The NOCCA Institute.

Student Signature

Parent or Legal Guardian Signature

Date

Date

PRIVATE LESSONS APPROVAL (JAZZ AND CLASSICAL INSTRUMENTAL STUDENTS ONLY):

Department Chair Name (print)

Department Chair Signature

Date

AUDITIONS APPROVAL (NATS, CHICAGO UNIFIED AUDITIONS, DANCE REGIONAL AUDITION STUDENTS ONLY):

Faculty Name (print)

Date

Faculty Signature

Discipline

REQUIRED ATTACHMENTS

Attach to this application:

- **Proof of total family income**
- **Student's short essay**
- **Letter of special financial circumstances (optional but helpful)**

Incomplete applications will not be considered. Please turn in all documents together in their entirety.

SUBMISSION & INQUIRIES

Return this application to The NOCCA Institute, completed and with supplemental documents, via mail, fax, e-mail, or in person:

The NOCCA Institute
2800 Chartres Street
New Orleans, LA 70117
(fax) 504.940.2870

Questions? Contact Sharyn Booker:
P: 504.940.2900
E-mail: sbooker@noccainstitute.com