

Financial Assistance Policies and Procedures – Special Circumstances

Hawken's commitment to "Fair Play" extends to the financial assistance program. Hawken offers need-based financial assistance grants established upon factual information and the financial analysis families provide and as calculated by the School and Student Services for Financial Aid (SSS). Intended as a supplement to a family's resources, rather than a replacement of those resources, financial assistance awards are re-evaluated each year for every family, and are not automatically renewable. Hawken's funds are reserved for those families who have no alternative to requesting assistance.

For Divorced/Separated Parents:

When assessing the need of a student, Hawken takes into account the entire family unit. For students with divorced or separated parents, Hawken requires that both parents (custodial and non-custodial) submit a separate PFS, and include financial information on each parent's spouse or partner. Hawken will send information to the custodial parent. The custodial parent should forward appropriate information to the non-custodial parent, unless the non-custodial parent has requested that the forms be sent directly from Hawken. All parents/step-parents/partners are required to submit tax returns, W-2s, and other required information.

If there are special circumstances regarding a family situation, please contact Hawken for guidance on how to best proceed with the assistance process. In special circumstances, a copy of the divorce decree or a letter of verification from a disinterested third party (lawyer, social worker, clergy, etc) may be requested.

Couples living together but not married:

In situations where couples are living together but not married, Hawken requires financial information from both parties, in addition to the non-custodial parent and spouse if applicable.

Families Who Have Their Own Farm and/or Business:

Families or individuals who own a business or farm are required to complete the SSS Business/Farm Statement and submit a copy of their current business tax return. They may also be requested to furnish cash flow statements, balance sheets, and any other information relevant to the business.

Hawken does not consider ordinary business or rental depreciation or loss in calculating financial assistance.

For those with Limited Partnerships, families must submit copies of the partnership return and K-1's.

Hawken reserves the right to request additional financial information at any time.

Parents Who Do Not Work:

When one parent does not work and there are no preschool aged children at home, Hawken reserves the right to add \$15,000 of potential income to the actual income of the family. Exceptions may be made if the parents are caring for a disabled or critically ill child, parent, or grandparent. Consideration will also be given for the parent that is home schooling children.

Trusts Funds

If a student or parent has a trust fund, parents must furnish a copy of the trust agreement.

Hawken School reserves the right to request additional financial information at any time. Should discrepancies be discovered in the information provided to Hawken School, we reserve the right to withdraw financial assistance at any time during the school year.