

# **M-NASR FINANCIAL AID POLICY AND APPLICATION INSTRUCTIONS**

## **M-NASR Contact Information:**

M-NASR: 6820 W. Dempster St., Morton Grove, IL 60053-2631  
Phone: (847) 966-5522 Fax: (847) 966-8340 Website: [www.mnasr.org](http://www.mnasr.org)

## **Financial Aid/Billing Questions:**

- For questions regarding the financial aid process and application form please contact M-NASR's Development Officer.
- For questions regarding seasonal recreation program registrations, billing, balances and invoices please contact M-NASR's Registrar.

## **To Request Financial Aid:**

- Applicants must be an in-district resident of one of M-NASR's seven communities.
- Complete M-NASR Financial Aid Application for the current year. Forms are on our website under the download tab, or you may contact the office for a copy.
- Provide an official document proving your household's total annual income from all sources. A copy of the previous year's tax form is required. If taxes are not required to be filed other documents proving annual household income must be provided. For your security, please black out all social security numbers.
- Once your Financial Aid Application and proof of annual income are on file with M-NASR they are good through April 15 of the following year (the IRS tax filing deadline). However, whenever possible, we encourage applicants to update their financial aid documents as soon as possible after January 1 each year.
- Once the application and financial documents are on file –you may request financial aid each program season. Simply check Financial Aid Requested on the program registration form.
- Depending on donations and funding the scholarship awards may vary per season. Financial Aid is available for a maximum of two programs per season. Financial aid cannot be provided for special events or trips.
- You are required to always pay at least 50% of the registration fees when registering. This holds your place in program(s) while the financial aid assistance is being determined. Once your financial aid is awarded, the balance will be required. An invoice listing a balance due will be sent. All balances must be paid prior to signing up for additional programs.