



Expectation.
Mastery.
Performance.

SCHOLARSHIP APPLICATION PROCESS 2016-2017

Montessori School of Waukesha is committed to providing high-quality Montessori education within a socially diverse community. Generosity of donors and success of fundraising events allows the school to offer tuition scholarships toward that initiative. All requests for information and applications are **confidential** and retained in a file separate from school records. Montessori School of Waukesha awards scholarships based on financial need and goals within the school's Strategic Plan. Awards are made regardless of gender, race, creed or ethnicity.

In order that all requests for scholarships can be processed fairly and confidentially, we request that families follow the procedure detailed below.

1. Prepare:
 - a. A letter of request. This can be up to one page describing your request and any extenuating circumstances not reflected in tax documents.
 - b. Copies of the two most recent years of IRS tax forms.

2. Submit:

Letter and tax information to Michelle Krauska, Assistant Director.
You do NOT need to submit the enrollment contract and deposit if your enrollment is dependent on the receipt of scholarship funding. The envelope of materials may be left in Michelle's staff mailbox or at the front desk.

Scholarships are not provided for Before & After School Care fees or any fees other than tuition.

In order to be considered for a scholarship for 2016-2017, please submit your application by **March 21, 2016**. Applications will be considered after this date contingent on funds available.

For questions or additional information, please email Michelle Krauska at mkrauska@msow.org or Bill Walsh at bwalsh@msow.org or call 262-547-2545.