



Indexed Tuition Handbook for Academic Year 2023-24

PHILOSOPHY

Access and Success

At San Domenico, we understand that economic, cultural, and social diversity enhances the educational experience for our entire community. We are committed to making our independent school accessible to deserving students and families from a variety of backgrounds, and our Indexed Tuition program supports this commitment to attract and enroll the strongest, most diverse student body possible. This leads to greater success for our entire School community including parents, students, teachers, staff, and the greater world.

San Domenico School is a community of belonging, dedicated to inclusion and respect for all. We do not unlawfully discriminate on the basis of race, color, and national and/or ethnic origin, age, gender, sexual orientation/identity, disability, or any other characteristic protected by state or federal law, in administration of educational policies, admissions policies, Indexed Tuition programs, and athletic and other school-administered programs.

An Independent School Education is an Investment in Your Child's Future

We recognize the considerable cost of an independent school education and no worthy student should be deterred by financial reasons from applying to San Domenico. We award grants to accepted students each year based upon their family's demonstrated need and the School's available funds.

Our Indexed Tuition budget, which also includes money raised and given for scholarship purposes, provides funds for tuition assistance. Intended as a supplement to family resources, awards are made not only to families whose ability to pay school costs is extremely limited, but also to those of somewhat more substantial means who may need only a minor subsidy to meet tuition. We encourage families who believe that additional assistance will be necessary to apply for Indexed Tuition. Such assistance is based on the assumption that the primary obligation for financing a student's education lies with the family and that the family is willing to make significant adjustments in the use of its discretionary resources in order to meet educational costs. **It is important to note that despite San Domenico's commitment to assist as many families who require financial assistance as possible, the demand each year exceeds the availability of resources for this purpose.**

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THE APPLICATION PROCESS

Indexed Tuition information may be obtained on the San Domenico School website at www.sandomenico.org. To apply for indexed tuition, families must complete their application on the [School and Student Services website \(SSS\)](#). For returning families, please note that application must be completed **every year**. Dramatic changes in a family's financial circumstances will likely change the EFC (expected family contribution). The Indexed Tuition Committee reviews the family's SSS application to determine the family's level of contribution to their student's education.

Please note the following:

- All questions on the SSS Application must be answered completely and explained in detail
- The San Domenico Indexed Tuition Committee will contact you if any form is not sufficiently completed. Completing forms inadequately delays the processing of your Indexed Tuition decision and will jeopardize your eligibility
- The SSS calculation is a guideline that helps the Committee determine a family's appropriate Indexed Tuition level
- San Domenico may not be in a position to fund all applicants that apply for indexed tuition, due to school budget limitations
- All financial information submitted by an applicant's family is held in strict confidence

JANUARY 5, 2023: Deadline to submit Annual [SSS](#) Application. You are also required to upload your 2021 filed federal tax return (Form 1040) with all supporting schedules, W-2s, 1099s, and K-1s to your SSS account..

FEBRUARY 15, 2023: Deadline to upload to your [SSS](#) account the following: Your 2022 filed federal tax return (Form 1040) with all supporting schedules, W-2s, 1099s and K-1s. If your 2022 tax return will not be available by this date, a draft return is required. (Awards may be based upon the prior year's tax forms in extraordinary cases, but they will not be finalized until receipt of your current federal tax forms.)

GENERAL NOTES

1. **PRIORITIES:** Consideration for budgeted dollars is given in the following order:

- Applications from current recipients who have completed all renewal requirements on time.
 - New applications from currently enrolled students, if completed on time.
 - New applications from candidates accepted by the Admissions Committee for enrollment.
 - New and renewal applications completed after the specified deadlines, IF funds remain available.
- Amounts awarded to this final group will be reduced as our budget is exhausted.

2. **DEADLINES:** The deadline for applying for Indexed Tuition is **JANUARY 5, 2023**. Reminders will be sent to families indicating what information is missing if necessary. Your application for Indexed Tuition cannot be considered until all of the applicable information is uploaded to your SSS account. Indexed Tuition will be jeopardized if the proper information is not submitted on time.

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3. **CONFIDENTIALITY:** San Domenico maintains confidential Indexed Tuition information for all applicants. All Indexed Tuition agreements between the recipient family and the School are confidential. Because the Indexed Tuition Committee considers Indexed Tuition strictly confidential, families may not discuss any Indexed Tuition information with anyone other than a member of the Indexed Tuition Committee. With these expectations in mind, a breach of confidentiality can result in the retraction of Indexed Tuition.

4. **STUDENT ASSETS, TRUSTS, AND COLLEGE FUNDS:** Savings, investments, trust funds, or other assets such as 529 plans in a student's name or held for a student are considered available resources for use in funding a student's education at San Domenico. The general rule is that students' assets be equally distributed over their years at San Domenico, plus four years of college/university.

5. **DIVORCED OR SEPARATED FAMILIES:** San Domenico maintains a philosophy that requires active participation of a student's family in funding their education. In instances where parents are separated or divorced, the Indexed Tuition Committee expects both the custodial and non-custodial parent to contribute to the cost of their child's education. These expectations are in effect regardless of any legal agreements arranged between family members, such as alimony agreements, prenuptial agreements, custody, or other similar agreements. This requires that we receive the SSS application and tax documents from both parents by the deadline. Both the custodial and non-custodial parents must file separate SSS applications. If either parent has remarried, all financial information about the current spouse is to be included in the SSS application as well.

6. **COMPUTATION OF NEED:** SSS is a "need analysis" service that relies on "local economic factors" to determine the eligibility of families. SSS, like San Domenico, believes a family has the primary obligation to finance their child's education. In determining a family's financial contribution, factors such as income, assets, and the number of students in tuition charging schools are considered. Distinctions must be made between obligatory expenses, such as tax payments, and those made by choice, such as purchasing a recreational vehicle or elaborate vacations. SSS provides an estimated family contribution based upon the information the family provides. The Indexed Tuition Committee uses this recommendation to assess each family's financial contribution to their child's education.

7. **MULTIPLE TUITION CHARGING SCHOOLS:** If more than one child in a family attends a tuition charging institution, it is required that families apply for aid at each of the institutions their children attend. Under no circumstances will San Domenico subsidize tuition for other tuition-charging schools, whether K-12 education or college education.

8. **NOTIFICATION:** Returning families who have completed the process by the deadline will be notified in early March. New families will be notified in mid March if they are accepted to San Domenico School. Any questions regarding these procedures should be directed to Dianne Dornbush, Enrollment Systems Manager at ddornbush@sandomenico.org.

9. **ADJUSTMENTS:** The Indexed Tuition Committee reserves the right to make adjustments to a family's indexed tuition in cases where additional information comes to light. In cases where information is

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requested but not reported, it also reserves the right to make reasonable estimates in order to make a tentative assessment of a family's financial need.

10. **APPEALS:** The Committee's decision may be appealed prior to receipt of a signed enrollment contract. All appeals must be made in writing, by submitting an appeal form, with a full explanation of any mitigating circumstances. This appeal form can be obtained by contacting Dianne Dornbush at ddornbush@sandomenico.org. If a family's circumstances change dramatically after enrollment contracts are submitted, they should contact Dianne Dornbush to discuss what options are available to them.

11. **NAIS PRINCIPLES OF GOOD PRACTICE:** San Domenico adheres to the principles of good practice established by the National Association of Independent Schools (NAIS) in the administration of its Indexed Tuition program.

SAN DOMENICO ENDOWED SCHOLARSHIPS

San Domenico is the fortunate recipient of a number of endowed and annual gifts specifically designated for various types of scholarships. In most cases, endowed scholarships underwrite only a portion of a student's need and are given at the discretion of the Indexed Tuition Committee. Please note that with the exception of the Virtuoso Program Scholarship, our Indexed Tuition program is need-based and open to students of all backgrounds.

Each scholarship has specific criteria that must be met for a student to receive the scholarship and are reviewed annually. Students who are receiving these scholarships must maintain their academic standing. Because these scholarships are endowed and named awards, in some cases students will be required to write letters to the donor and/or be publicly honored.

San Domenico provides the following scholarships:

THE A. BARLOW FERGUSON SCHOLARSHIP is in honor of a Founding Member of the Board of Trustees and parent of two alumnae. This scholarship is for a young woman who is in the top quarter of her graduating middle school class, demonstrates evidence of successful participation in co-curricular activities, and represents an ability to exercise leadership among her peers. This scholarship is specifically for a graduate of Marin parochial schools and will remain in effect for the student's entire four-year involvement at San Domenico. The scholarship is based on merit and financial need.

THE ALUMNI/ALUMNAE SCHOLARSHIP is funded by the school Alumni/Alumnae Association, and is designated for a student who is the relation of a San Domenico (Dominican Convent) School graduate.

THE BARBARA LEE PACKER '64 SCHOLARSHIP FUND was established in 2013 by Barbara's husband, Paul D. Sheats. The Barbara Lee Packer, Class of 1964, Scholarship Fund is to provide financial assistance to a San Domenico Upper School student so that she may know about Barbara and her legacy. She believed deeply in the School that prepared her for her life and for her profession in higher education.

THE BETTYE POETZ FERGUSON SCHOLARSHIP is awarded to an incoming student in the 9th grade.

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Providing the student remains in good academic standing and continues to qualify for need-based funding the scholarship will remain in effect for the student's entire four-year involvement at San Domenico.

THE BEVERLY HALLER SCHOLARSHIP was established in 1993 and funded through the bequest of a 1944 graduate of the Upper School and is awarded to an incoming student from a large family who demonstrates high academic ability as well as significant involvement in activities outside the classroom.

THE CHRISTOPHER ALLEN COOK SCHOLARSHIP FUND was established in 2001 by parents David and Lisa Cook in loving memory of their son Christopher Allen Cook. The purpose of this fund is to defray the tuition and expense for a kindergarten student and continue through eighth grade.

THE JANET AND CLINT REILLY FAMILY FUND AT SAN DOMENICO was established in 2010 by alumni parents Clint and Janet Reilly in recognition of the unique gifts provided by a San Domenico education. This fund supports the San Domenico School financial assistance program, enabling deserving students to experience all facets of excellence in Dominican education.

THE JEAN FOX GEORGE SCHOLARSHIP FUND was established via a bequest in 2012 by Jean Fox George, a graduate of the Dominican Convent Class of 1935. The Upper School student recipient of this scholarship will demonstrate the zest for life that Jean treasured, and embody the Dominican values of study, reflection, service and community.

THE JENNIFER ANNE FORNOS SCHOLARSHIP was established in 1993 by family and friends to remember a graduate who studied at San Domenico for eight years. Jennifer won the Veritas and General Excellence Awards upon her graduation from the Upper School in 1990. This award is for a generally outstanding student wishing to enter San Domenico's Upper School.

THE DR. JESSICA SHU-WEN LIN SCHOLARSHIP FUND was established in March 2010 by the Lin Family and friends in memory of Jessica Lin '93 when her life was tragically cut short in a car accident. This scholarship provides financial assistance to a young woman Upper School applicant who shows diligence, promise, and creativity in her academic studies and extracurricular activities.

THE JOAN AND MICHAEL HEFFERNAN FAMILY SCHOLARSHIP FUND was established in 2007 and provides financial assistance for a qualified Upper School student with learning differences, leadership potential, a spirit of community and of service that vitalizes the student body.

THE JULIE DAVIS BUTLER FUND was established in memory of alumnae Julie Davis Butler '59. The intent of this fund, established in 1987, is to enable Upper School Juniors, planning to return to San Domenico for their senior year, to grow in leadership training or experience during the summer in the area of social concern or justice issues of local, national or global nature.

THE KATHERINE KENNEDY COOKSON SCHOLARSHIP was established in 1993 by Harold Cookson to honor

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this Upper School alumna, class of 1937. The award recognizes an academically strong second generation Californian who is in the top quarter of her 8th grade class.

THE LANGENDORF FUND FOR FINANCIAL ASSISTANCE was established in 2006 and provides financial assistance to qualified Middle or Upper School students who could not otherwise receive a San Domenico education. The assistance continues with students throughout their years at the School, as long as they maintain a strong academic standing.

THE PASHA FAMILY ENDOWED FUND was established in 2005 by former San Domenico parents Mr. and Mrs. George Pasha III to benefit faculty compensation and financial assistance for families with multiple children.

THE SISTER FRANCIS DE SALES SCHOLARSHIP is awarded to a second generation Californian who excels academically and has a particular interest in government/world studies or international relations, all particular interests of alumna Sister Francis de Sales.

THE SISTER GERVAISE SCHOLARSHIP FUND was initiated by Kathy Bryan Hampton '71, an Upper School alumna, who established this fund in 2007 to honor Sister Gervaise Valpey, O.P. and her long-term commitment to San Domenico School. Financial assistance from this fund provides opportunities for Upper School students who wish to experience a Dominican education and for whom it would otherwise not be possible.

THE SISTER MAURICE SCHOLARSHIP was established by the Foundation Board of Trustees to honor Sister Maurice who first headed the San Domenico Upper School at the Sleepy Hollow campus. This scholarship is awarded to an entering freshman or sophomore who excels in mathematics or science.

THE SUZANNE SPIEKER BEAVER ENDOWED FUND was established in 2002 by alumna Suzanne Spieker Beaver '40. The purpose of this fund is to provide Indexed Tuition for a qualified Upper School student.

SAN DOMENICO MERIT BASED SCHOLARSHIP

THE VIRTUOSO PROGRAM (VP) may provide merit scholarships to qualified Upper School students who are advanced in violin, viola, cello, and bass, who are strong academically and demonstrate potential for a career in music. Graduates of the VP Program, founded in 1977, are admitted to the nation's major conservatories and universities (e.g. Juilliard, Curtis, Peabody, and Yale).

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