



TERM TIME FINANCIAL AID 2011-12



FILL OUT ONLY IF YOU ARE APPLYING FOR AID

The NOCCA Institute offers financial assistance for art discipline department fees, supplies, required extracurricular lessons, and other direct costs related to fulfilling the requirements of NOCCA's arts-training program. Assistance is also provided for lease of laptop computers for students in the Academic Studio. We do not provide assistance for the cost of daily transportation or department fees for The Academic Studio. 2011-12 Term-Time Aid grants run from September - May. Term-Time Financial Aid is based solely on a student's documented financial need.

DEADLINE - July 15 , 2011

Applications for art department fees are due July 15, 2011. Applications may be submitted throughout the year for other needs and may be approved if funds are still available. Students will be notified by mail if they are awarded financial aid. Notification of support for art department fees will be made by September 2, 2011.

APPLICATION REQUIREMENTS

1. Fully completed application form.
2. **Proof of total family income.** Please submit the first two pages only of the most recent tax returns of **BOTH** parents or your legal guardian. Documentation of social security, pay stub, child support and/or public assistance is also acceptable. You are welcome to submit a "Special Financial Circumstances" letter if applicable, documenting special need not apparent from proof of family income. **PLEASE BLACK OUT SOCIAL SECURITY NUMBERS -- they will be listed on the top right hand corner on both pages and for each dependent.**
3. **A short essay by student.** Please describe in a short essay yourself, your art and community activities, and why you are applying for financial aid. Please write neatly if handwritten.

GUIDELINES

1. Financial aid is terminated immediately should a student leave NOCCA's program during the school year.
2. Due to the number of requests for Financial Aid, The NOCCA Institute may provide only partial grants to qualifying students.

SIGNED CONTRACT

A contract is mailed to students who are awarded Financial Aid. It must be returned with both student's and parent's signatures. Your signature signifies that you agree to the following:

1. You must advise The NOCCA Institute immediately if there is a change in your financial situation or if the student is no longer enrolled at NOCCA.
2. If your assistance is for private lessons or tutoring, you must arrange with your private teacher to have him/her invoice The NOCCA Institute on a MONTHLY basis for your lessons. The invoice must list the dates of the lessons. Your teacher will be sent a check within 10 days.
3. Your student's financial assistance will not become effective until a signed contract is returned to The NOCCA Institute office. Payment is not retroactive; i.e. if a student applies for Financial Aid in December for private lessons, payment for lessons will start in December even if lessons began in September.



Date Rec _____

IL _____

A _____

Term-Time Financial Aid Program 2011-12
FILL OUT ONLY IF YOU ARE APPLYING FOR AID

APPLICATION

Student Last Name _____ First Name _____ Middle _____

Address _____ City _____ State _____ Zip _____

Phone _____ E-mail _____ Parish _____

MOTHER'S NAME _____ Phone _____
Employer _____ E-mail _____

FATHER'S NAME _____ Phone _____
Employer _____ E-mail _____

OR LEGAL GUARDIAN _____ Phone _____
Employer _____ E-mail _____

With whom does student live? (please name all in household) _____

- DISCIPLINE:** Creative Writing Media Arts Classical Theatre Design Drama
 Dance Vocal Jazz Musical Theatre Visual Arts
 Culinary Arts Academic Studio Laptop Computer Lease Assistance

LEVEL: I II III IV Intro

GRADE August 2011 _____ **SENDING SCHOOL** _____

CHECK TYPE OF ASSISTANCE REQUESTED

Arts Department Fee \$ _____ Laptop computer lease assistance \$ _____

Supplies or Other \$ _____ requested for _____

Required private lessons:
Name of teacher _____ Phone _____
Address _____ City _____ ZIP _____
Amount charged per lesson \$ _____ (only 2 lessons allowed per month)

NOTE: FACULTY MUST APPROVE ALL PRIVATE TEACHERS, LESSONS AND SUPPLY PURCHASES!

REQUIRED SIGNATURES

A faculty signature is required on all Term-Time Financial Aid Applications. The NOCCA Institute will secure faculty signatures on applications submitted for the July 15, 2011 art department fee assistance deadline.

Faculty Signature

Date

Faculty Name Print

Discipline

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

ATTACHMENTS

Please attach to this application:

- **Proof of Total Family Income**
- **Short Essay**
- **Letter of special financial circumstances** - such as the number of children in your family, family illness, recent loss of income - that increase your need for financial assistance if you wish this to be considered when your application is reviewed.

Incomplete applications will be returned to the student.

SUBMISSION & INQUIRIES

Return applications for Art **Department Fee Assistance** by July 15, 2011, or during the remainder of the school year when requesting assistance for other needs, to the NOCCA Institute via mail, fax, e-mail (with scanned documents) or in person:

**The NOCCA Institute
2800 Chartres Street
New Orleans, LA 70117**

**(phone) 504.940.2900
(fax) 504.940.2870
(e-mail) emcmillan@nocca institute.com**