

# Westland School

Since 1949

## **How Flexible Tuition Decisions Are Made**

Decisions regarding Flexible Tuition are made with care and a focus on fairness. We look at income, assets, and expenses. Some decisions are straight-forward while others are more complicated. FAST, the online service that processes the flexible tuition applications, provides us with their determination of a recommended tuition.

Westland considers gross and net incomes (from tax returns), housing costs, taxes paid, and savings/investments. These factors allow us to get a clear picture of the varying needs and how we might best accommodate each family.

We then consider what each family states they can pay in tuition. We are not always able to meet each family's request for flexible tuition, and we must balance the needs of all families within our budget.

As we have a responsibility to be fair and objective, each family has a responsibility to manage their finances to the best of their ability. As such, we look at how each family manages their finances and consider their spending on housing, cars, children's activities, personal care experiences, and other notable factors.

In administering flexible tuition equitably, we take our role seriously, fully understanding the significance in the lives of our families. We ask that each applicant family also take this process seriously by recognizing their responsibility in the process.

## **Westland School Flexible Tuition Program**

As stated in Westland School's mission: "We believe that learning best occurs when there is a student population that is culturally, socially and economically diverse." As such our Flexible Tuition Program is connected to our strategic enrollment goals. The school commits up to 20 percent of its budget to the Flexible Tuition Program. Westland School is committed to growing a diverse and dynamic community of students and families representing a diversity of race, ability, appearance, ethnicity, gender, religion, sexual orientation, and socioeconomic background.



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## Flexible Tuition Policies

1. The school determines eligibility for admission independent of a student's flexible tuition application.
2. The school shall notify flexible tuition applicants of flexible tuition decisions before expecting a binding reply to the offer of admission.
3. The Flexible Tuition Committee shall base a family's eligibility to receive flexible tuition *only* upon that family's application and, in some circumstances, any additional documentation that may be requested by the school.
4. The school shall recognize that the primary responsibility for financing a student's independent school education rests with their family.
5. The school shall use a uniform methodology, applied in a consistent and equitable manner, to assess each family's eligibility for flexible tuition.
6. The school shall not discriminate in the administration of its flexible tuition policies because of any protected class or category recognized under existing state or federal law or regulation.
7. The school shall strive to provide families with the necessary information regarding the flexible tuition opportunities available to them, and to educate them about the relevant policies and procedures.
8. The school shall have a review procedure for families who wish to appeal the flexible tuition decision.



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9. During the flexible tuition cycle, the school has set general prioritizations in regard to flexible tuition allocation, as funds are available.

## CONFIDENTIALITY POLICY

1. The school shall safeguard the confidentiality of all financial information supplied by a family.

The school shall refrain from and strongly discourage flexible tuition recipients from making any public announcement of the receipt of and/or value of the flexible tuition.

***The school shall inform every recipient family that the sharing of flexible tuition information can jeopardize***

***that family's opportunity to receive flexible tuition in the future.***



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**Application and 2022 Tax Documents Due Date: Friday, January 5, 2024**

**2023 Tax & Related Documents Due Date: Monday, February 12, 2024**

Since its inception, Westland School has had a commitment to economic diversity. In accordance with that goal, a portion of our annual operating budget is designated to flexible tuition. Flexible tuition allows for a broad band of customized tuitions. To determine where your family may fall it is necessary to apply for flexible tuition. While families who feel they may qualify for flexible tuition are encouraged to apply, applying for flexible tuition does not guarantee participation in the program. If you are unsure about whether to apply, please contact Director of Finance, Carole Barber ([cbarber@westlandschool.org](mailto:cbarber@westlandschool.org)).

Flexible tuition decisions are made independent of other school decisions and do not affect a student's chances for admission or continuation at Westland. All personal information provided by parents is held in the strictest confidence.

## **HOW MUCH MONEY IS AVAILABLE? FOR WHOM?**

As part of the annual budget process, Westland's Board of Trustees determines the funds available for flexible tuition. \$804,950.00 was designated for 2023-2024 school year. Although priority is given to continuing families, each year funds are made available to newly entering families.

## **HOW IS FLEXIBLE TUITION ASSESSED?**

We ask each family to complete a detailed application. We also require completed tax returns for 2022 and, for new applicants only, tax returns for 2021 also. Circumstances vary from family to family, and it is critically important for applicants to fill out the FAST application in as much detail as possible.

It is expected, for families who participate in the flexible tuition program, that both parenting adults be employed (if yours is a two-parenting adult family). If children in your family are at least elementary school-aged and one parenting adult does not work, we will impute \$30,000.00 of income into our calculations for the non-working parenting adult. If yours is a two-household family, flexible tuition applications are required from both households.

