

Financial Aid Application Information Letter (ADULT packet)

How do I apply for financial aid?

Financial aid for Adult and Young Peoples programs are available at the front desk at Creative Arts Workshop. Digital copies may be emailed through the Registrar by request. When retrieving your application, be sure your Adult and/or YP Scholarship application(s) include the following:

1. The “*Creative Arts Workshop – Information Letter*” stating the process and fees, and other helpful details to keep in mind. **Please keep this for your records.**
2. One application per adult/child. If there is more than one child in the family, the parent must fill out one for each child. Applicants under 17 must receive the YP version of our scholarship application.)

Please note: Financial aid applicants should not register online to be considered by the committee. Each applicant’s financial aid application fee (\$25) holds his or her spot in the class while in review by the committee.

Applicants with outstanding balances will not be eligible to receive assistance and register for future courses until it is paid in full.

A deadline will be posted on our website at www.creativeartsworkshop.org and registration site. Applications received after this date will affect the total award available or overall eligibility. No preference will be given based on the order in which the applications are received.

The application procedure and review period: *What happens next?*

- When submitting an application, be sure to include your completed application(s) and payment in a sealed envelope. Payments must be made to CAW by check or cash. If you do not have an envelope, an Ambassador will provide one for you.
- All applications must be completed thoroughly. Incomplete applications will delay the reviewing process. Applicants will be notified to retrieve their application to complete missing items to be considered.
- Submitted applications will be processed into our registration system with the applicant’s first choice depending on the class’s status. The \$25 will count toward their tuition and serve as a deposit. Applications without the fee will not be processed. Applicants do not need to register online to secure their seat.

- An award letter to each applicant informing his or her status in addition to a follow up call will be made before the start of his or her course. This letter will include what CAW will cover, application fee, and the remaining balance due. Thereafter, the applicant is required to notify the Registrar if they wish to accept or decline the award via email or phone.

Okay, I've submitted my application to the front desk. What else should I know?

- **CAW will graciously offer all applicants up to at least half the tuition for their desired course.** In order to accommodate more students with need, larger assistance and scholarships may be considered.

The following full Scholarships are also available:

Rachel M. Beamon Scholarship: *Full scholarship for a term for a minority inner-city child with artistic potential.*

Founders Scholarship: *Full scholarship for a term for an adult or child who has an interest in exploring the arts.*

Regina Franco Scholarship: *Full scholarship given to a child who is a student in the New Haven Public Schools. Recommendations from school teachers encouraged.*

Geoffrey Glaser Scholarship: *Full scholarship for a child for a term.*

Merry Jane Kravitt Memorial Scholarship: *Full scholarship for two terms for students who show outstanding potential in any category. Selection based on need, talent, and sincerity of purpose. An interview and review of applicant's work are required.*

Ann P. and Albert Lehman Scholarship: *Full cost for one term in sculpture. An interview and review of applicant's work may be requested.*

Hilda P. Levy Memorial Scholarship: *Full scholarship for a term. Selection is based on need, talent, and sincerity of purpose.*

Deborah Weaver Scholarship: *Full scholarship for a term for child based on need, talent and sincere interest.*

- **Registration is based on first choice or enrollment.** Listing more than one class in your options is strongly recommended to ensure the applicant gets the most of their experience at Creative Arts Workshop.
- **Unused tuition assistance cannot be deferred to a later term.** If the applicant chooses to decline their award, they will have to reapply for financial aid the next term. The \$25 may be refunded or issued as a tuition credit to be used for up to year.

- The applicant may also kindly “*Pay It Forward*”, which will allow future applicants access to classes at CAW or as a donation. (A thank you letter will be sent acknowledging their generosity to the applicant’s address provided on their forms.)
- Annual gross household income, number of members in household, and an in-depth description of need will be given the most weight when the Financial Aid and Scholarship Committee meets to determine who will be awarded aid. If multiple applicants have equal need, then a lottery system will be used.
- **Applicants are expected to attend class regularly and will be evaluated at the end of each semester to ensure that they are utilizing this opportunity.** Future eligibility will be dependent upon this information.
- **Volunteering your time in exchange for assistance is not required.** If you are interested in doing more to be a part of the team, please feel free to contact us or fill out your availability at the end of the application!

If you have any questions about the new process, please call CAW at 562-4927 and ask for Katrina Goldburn, Registrar. You may also email questions to Katrina@cawmail.org.

Thank you,

Financial Aid and Scholarship Committee
Creative Arts Workshop

CREATIVE ARTS WORKSHOP

a community art school

FINANCIAL AID APPLICATION

ADULT

DO NOT FILL IN THIS BOX --- FOR OFFICE USE ONLY

Term/Year _____ Tuition: \$ _____

Received: ___/___/___ Award: \$ _____

Letter Sent Paid: \$ _____

Registered Due: \$ _____

RECIPIENT INFORMATION

Student's **FIRST & LAST** Name: _____ Date of Birth: ___/___/___

Address: _____
Street City Zip Code

Email address: _____ Eve Phone #: ___-___-_____
Day Phone #: ___-___-_____

Have you received assistance from CAW in the past? Yes No

If yes, please answer with the most recent information.

Semester: Winter Spring Summer Fall Course Title: _____

Year: _____ Instructor: _____

Are you currently a CAW member? Yes No

What course(s) are you considering this term?

1st choice: _____
Course Name/Section Instructor Last Name Meeting Date & Time

2nd choice: _____
Course Name/Section Instructor Last Name Meeting Date & Time

3rd choice: _____
Course Name/Section Instructor Last Name Meeting Date & Time

HOUSEHOLD AND INCOME INFORMATION

Place of Employment: _____ Part-time Full-time
 I am currently unemployed

Address: _____
Street City Zip Code

Annual gross income:

Below \$20,000 \$20,001-\$40,000 \$40,001-\$60,000 \$60,001-\$80,000 Above \$80,001

Total number of adults/children in household: _____

Name of adult/child: _____ Relationship: _____ Age: _____

Name of adult/child: _____ Relationship: _____ Age: _____

Name of adult/child: _____ Relationship: _____ Age: _____

Name of adult/child: _____ Relationship: _____ Age: _____

REFERENCES: Please list the names of two (2) people who you know outside of your household

Name: _____ Relationship: _____ Phone: ___-___-_____
First & Last Name

Name: _____ Relationship: _____ Phone: ___-___-_____
First & Last Name

("Getting to Know: You" - Continued)

SIGNATURE: _____ DATE: ____/____/____

The following sections are **OPTIONAL**.
Applicants are **NOT** required to participate or provide further information.

CREATE+COLLAB

WITH OUR TEAM: Volunteer at Creative Arts Workshop!

At Creative Arts Workshop, there are many ways a student can support and become an integral part in our organization. If you are interested in volunteering, please check as many activities and programs you wish to assist in and the best time you are available.

I would love to work with the: Gallery Admin Office Events Special projects

I am available: Monday Tuesday Wednesday Thursday Friday Saturday Sunday
 10-1 pm 12:30-3:30 pm 5-8 pm

DEMOGRAPHICS

Grant makers and sponsors love demographics! Please consider helping us by providing this anonymous information, so we can secure more grant and sponsorship dollars and provide better program delivery. It is, of course, optional.

- | | | | | |
|---|--|--|--|--|
| Race:
<input type="checkbox"/> Asian
<input type="checkbox"/> Black
<input type="checkbox"/> Hispanic
<input type="checkbox"/> Native American
<input type="checkbox"/> White | Gender:
<input type="checkbox"/> Female
<input type="checkbox"/> Male | Age:
<input type="checkbox"/> 18-24
<input type="checkbox"/> 25-35
<input type="checkbox"/> 36-55
<input type="checkbox"/> 56 and wiser | Do you have a disability?
<input type="checkbox"/> Yes <input type="checkbox"/> No | How would you describe yourself?
<input type="checkbox"/> Total Beginner
<input type="checkbox"/> Occasional Student
<input type="checkbox"/> Committed Students
<input type="checkbox"/> Professional/Exhibiting Artist
<input type="checkbox"/> Other: _____ |
|---|--|--|--|--|