



I. PURPOSE

The primary purpose of the Service Scholarship is to help provide a quality Catholic school education in the Holy Cross tradition to those who serve the Church by working at the Pastoral Center or any Catholic school in the Archdiocese of San Antonio as well as Our Lady of the Lake University.

This scholarship is available to families as space is available at Holy Cross of San Antonio.

II. GENERAL

A. The Service Scholarship will cover 25% of the total tuition cost at Holy Cross of San Antonio.

B. All costs other than academic tuition (e.g. fees, athletics, and meals) will be considered the financial responsibility of the family and are not covered under the Service Scholarship.

C. Any student utilizing the Service Scholarship benefit must maintain an overall GPA of 2.0 or greater. Any student not maintaining a 2.0 GPA over two (2) consecutive semesters of enrollment forfeits all future rights to the Service Scholarship benefit.

D. The Service Scholarship Application must be completed and submitted to the office of Admissions at the beginning of each school year before tuition remission will be granted. Failure to complete and submit the Application in a timely manner will result in denial of the Service Scholarship request.

III. ELIGIBILITY

Any parent or guardian who is employed **full-time** at the Pastoral Center or a Catholic School in the Archdiocese of San Antonio or Our Lady of the Lake University as faculty, administrator, or staff member may receive the Service Scholarship for their children.

A. All eligible students must meet the admission requirements of Holy Cross of San Antonio in order to utilize the Service Scholarship.

B. Eligibility must be verified before the first day of school.

C. Employees (parents/guardians) hired on a regular, full-time basis or converting to a full-time basis after the first day of the semester must wait until the following semester to utilize this benefit.

D. Retirement or loss of job for any reason must immediately be reported to Holy Cross of San Antonio. At the end of the semester, the family will forfeit all future rights to the Service Scholarship benefit.

E. Families may receive the Service Scholarship benefit for multiple children provided there is space available at Holy Cross.

IV. REQUIRED FINANCIAL ASSISTANCE PROCEDURES

A. All families utilizing the Service Scholarship benefit must complete all other applications for tuition assistance first (e.g. Hope for the Future, In-House Tuition Assistance).

B. The Service Scholarship benefit in combination with any other grants and/or scholarships may never exceed the direct cost of attendance.



SERVICE SCHOLARSHIP APPLICATION

THIS APPLICATION MUST BE FILLED OUT BY THE PARENT/GUARDIAN OF THE STUDENT-APPLICANT.

Parent/Guardian completing the application: _____

Student(s) for whom the waiver is being requested and their grade level: _____

Have you completed the online application for admission to Holy Cross of San Antonio? Y or N

Was this child(ren) claimed as a legal exemption on your most recent federal income tax return? Y or N

All families requesting the Service Scholarship must first apply for financial assistance via Hope for the Future. Have you submitted your HFF Application? Y or N

Current Place of Employment: _____

Date of Hire: _____ Position: _____

Please provide a copy of your last two check stubs stapled to this application as proof of employment.

I _____ (Print Name), verify that all information on this application for the Service Scholarship is accurate and correct.

Signature of Individual Requesting Service Scholarship

Date

Leave Blank. To be completed by Holy Cross of San Antonio.

Director of Enrollment Date

Business Office Date

| | |
|-------------------------------------|----------|
| Service Scholarship Granted: | |
| _____ YES | _____ NO |
| Scholarship Processed by | |
| Business Office: | |
| _____ YES | _____ NO |