



Variable Tuition Instructions

Variable Tuition

In order to receive a tuition adjustment, a student must be enrolled and current on all accounts. Variable Tuition will not be processed for a student who is not properly registered or has unpaid balances.

LCS gives two types of financial assistance to families: vocation-based (pastoral/missionary) and need-based. If you are employed as a full-time pastor or missionary, you may qualify for a discount on your tuition. If you feel that you qualify for this discount, please stop by the school office for an application. Tuition must be paid in full for a student attending until determination of any variance is made by the Variable Tuition Committee. Awarded Tuition Variances are limited, so early application is encouraged.

Need-based adjustments to tuition may be granted to families who can demonstrate financial need. In no case, however, will a variable tuition adjustment exceed 50% of the actual tuition costs. An application is required which includes pertinent data on the parents' income, assets, liabilities and expenses.

Application Process

- **Step 1:** Fill out and submit the LCS application for enrollment, paying the non-refundable New Student Registration fee. Alternatively, you may be eligible to pay \$100, non-refundable commitment fee which is applied toward the New Student Registration fee. For additional information, please contact our Finance Office.
- **Step 2:** To expedite the process, complete the need-based application online at <https://online.factsmgt.com/aid>.
(NOTE: You must provide FACTS Grant & Aid or the school a copy of last year's federal tax returns. Do Not hit the 'SUBMIT' button until all information is complete and accurate when you are applying online.) **A letter addressed to the Financial Aid Committee must be sent into the finance office communicating your extenuating financial circumstances.** The application fee is \$35, payable at the time of application.
- **Step 3:** The Variable Tuition Committee will review your processed application. The personal information that you are required to provide on the application form will be kept confidential within this committee.
- **Step 4:** Decision. The school's Financial Office will inform you of the committee's decision in writing via e-mail.

Cancellation of Awards

The school reserves the right to review and cancel the Variable Tuition adjustments at any time because of failure to pay any outstanding tuition amounts on time. Additionally, any student who fails to remain in good standing at the school (academic, attendance, or disciplinary) will jeopardize their variable tuition adjustment.