



The Silver Academy
Central PA's Jewish Day School

3301 North Front Street
Harrisburg, PA 17110
717-238-8775 telephone
717-238-8773 fax
www.SilverAcademyPA.org

“Our best insurance policy is **educating** the **next** generation.”

- Maimonides

Dear Parents,

You have made a wonderful choice in considering The Silver Academy for your child's educational journey. As Harrisburg's premier Jewish day school, The Silver Academy prepares each child with knowledge, values, and confidence to build a better world.

The Silver Academy engages children with the best secular and Judaic education possible using rigorous, research-based curricula and individualized support to maximize intellectual development. In a warm environment, rooted in Jewish texts, values, and traditions, our students take strides in academic, social, and spiritual growth.

Throughout the course of their years at The Silver Academy, our students develop critical thinking skills, a passion for knowledge, a love of Israel, and a desire to contribute to their community, the Jewish people, and the greater society. As a result, our graduates go on to excel personally and professionally, and become the future leaders of our Jewish community.

For more information on the application process, or to schedule a tour, please contact Jaclyn Rubin, Director of Admissions, at jrubin@silveracademy.org or call the Admissions Office at 717-238-8775. We look forward to seeing you at Silver!

Holly Engelman

Debra Freeburn

President, Board of Directors

Head of School



Application Checklist | 2018-2019

Included	Items to be returned	Description
	Registration Fee <i>Application will NOT be accepted without a check in the amount of the appropriate registration fee.</i>	<i>Ganeinu</i> = \$50 per child Kindergarten to 8th Grade = \$100 for 1 student Additional children = \$50 each
	Application for Admission Form	Complete one form for each child applying.
	Affidavit	Complete one form for each child applying.
	GoGrant Assistance Request Form	Complete one form for each child applying. Forms MUST be received by March 15, 2018.
	Payment Agreement Form	Designate your method of payment.
	Flexible Tuition Program Form <i>Including supporting documentation as requested on page 2 of the form</i>	ONLY complete this form if requesting additional financial assistance in excess of the GoGrant scholarship. Forms <i>must</i> be returned by March 15, 2018. Complete only 1 form per family.

Please return forms and application fee no later than March 15, 2018.

If you have questions, please call The Silver Academy at 717-238-8775.



Application for Admission | 2018-2019

Application due no later than March 15, 2018

Student Entering: Ganeinu (Pre-K) Kindergarten (5-year-olds) Grade _____

Non-refundable registration fee **must accompany this form: \$50** for Ganeinu • **\$100** for one student and **\$50** for each additional child in K-8

Student Information *(Please print)*

Last Name: _____ First Name: _____ MI: _____

Hebrew Name: _____ Nick Name: _____

DOB (m/d/y): _____ SS#: _____ M F

Address: _____

Phone: _____ Public School District: _____

Child lives with *(check all that apply)* Mother Father Step-Parent Other *(name & relationship)* _____

If there has been a divorce, who has legal custody? Mother Father Both

Send school reports/notices to whom? _____

Other people in the home

Name: _____ Age *(if child/minor)*: _____ Relationship to child: _____

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Name: _____ Age *(if child/minor)*: _____ Relationship to child: _____

Name: _____ Age *(if child/minor)*: _____ Relationship to child: _____

Main language spoken at home: English Other: _____

Name of school previously attended: _____

School Address: _____ Phone: _____

Last Grade Completed: _____ Principal's Name: _____

Has the student ever been: Evaluated for Diagnosed with **the following difficulties or concerns:**

Speech Learning Behavioral Emotional

Please use the space below to provide any information pertinent to your child's success at The Silver Academy *(Special needs or other critical information regarding your child)*:

Silver Academy **Application** for Admission | **2018-2019**

Parent #1 Information
Last Name <i>(include title)</i> : _____
First Name: _____
Address: _____ _____
Home Phone: _____
Cell Phone: _____
E-mail: _____
Occupation: _____
Business Name: _____
Business Phone: _____
Business Address: _____ _____
U.S. Citizen? <input type="radio"/> Y <input type="radio"/> N Birthplace: _____
Synagogue Affiliation: _____

Parent #2 Information
Last Name <i>(include title)</i> : _____
First Name: _____
Address: _____ _____
Home Phone: _____
Cell Phone: _____
E-mail: _____
Occupation: _____
Business Name: _____
Business Phone: _____
Business Address: _____ _____
U.S. Citizen? <input type="radio"/> Y <input type="radio"/> N Birthplace: _____
Synagogue Affiliation: _____

The Silver Academy reserves the right, without liability on its part, to terminate the child's enrollment, or to withhold any service or facility because of any non compliancy by the child or his/her parent/ guardian with any obligation or responsibility to the school or because of any misrepresentation in regard to this application.

By enrolling our child/ren in The Silver Academy, I/we understand that I/we are responsible for all tuition, food service and fees; I/we will execute the Payment Agreement Form that has been enclosed with this application.

Signature of Parent #1:

Date:

Signature of Parent #2:

Date:



Registration Affidavit | 2018-2019

Student Name: _____

Date of Birth: _____

Grade: _____

Pennsylvania School Code Section 1304-A states in part "Prior to admission to any school entity, the parent, guardian or other person having control or charge of a student shall, upon registration, provide a sworn statement or affirmation stating whether the pupil was previously or is presently suspended or expelled from any public or private school of this Commonwealth or any other state for an act or offense involving weapons, alcohol or drugs, or for the willful infliction of injury to another person or for any act of violence committed on school property."

Please Complete the Following:

I hereby swear or affirm that my child was _____ was not _____ previously suspended or expelled, or is _____ is not _____ presently suspended or expelled from any public or private school of this Commonwealth or any other state for an act or offense involving weapons, alcohol or drugs, or for the willful infliction of injury to another person or for any act of violence committed on school property. I make this statement subject to the penalties of 24 P.S. Section 13-1304-A(b) and 18 Pa. C.S.A. Section 4904, relating to unsworn falsifications to authorities, and the facts contained herein are true and correct to the best of my knowledge, information and belief.

If this student has been or is presently suspended or expelled from another school, please complete:

Name of the school from which student was suspended or expelled: _____

Dates of suspension or expulsion: _____

(Please provide additional schools and dates of expulsion or suspension on a separate sheet of paper)

Reason for suspension/expulsion:

Signature of Parent or Guardian

Date



Financial Obligation Policy | 2018-2019

Registration

The fee and enrollment registration date deadlines are set each year by the Board of Directors. Enrollment registrations for the following school year are accepted only with payment of the registration fee.

Tuition, Food Service, Security and Fees Obligations

Payments must be made according to an established payment plan, beginning in August and ending in May. A student will not be considered registered or be admitted to class until a payment method is selected and the Payment Agreement Form has been completed and signed and submitted to the school's Business Office.

The balance due to The Silver Academy after tuition assistance is awarded and applied is due in 10 monthly installments commencing on August 15. The remaining payments are due on the first of each month September through May. Payments can be made by Check, Mastercard, VISA or an ACH debit from a checking account.

Payments by credit card are subject to a 3% processing fee.

Tuition Assistance

Applications for tuition assistance are included in the registration packet. The applications must be returned by the date set by the board. All accompanying information requested must be received for the application to be considered complete and eligible for tuition assistance.

Tuition Assistance applications received after the indicated due date will be considered only if there are still funds available.

Returned Checks for Insufficient Funds

There will be a charge of \$25 for any check returned for insufficient funds. The face value of any check returned for insufficient funds along with the returned check fee must be paid to The Silver Academy within 15 days.

Past Due Accounts

Failure to fulfill all financial obligations to The Silver Academy by the end of the current school year will preclude enrollment for the following school year.

At the discretion of The Silver Academy Board President with the input of the Treasurer, in extenuating cases, a payment plan may be established to satisfy a past due account.

Failure to meet your financial obligation and/or follow the established payment plan may result in the following collection processes.

- Your past due account may be turned over to a collection agency.
- A claim will be filed with the local District Justice.
- Any additional fees that The Silver Academy occurs in the collection process will be added to the outstanding balance due to the school.

Financial Obligation for Early Student withdrawal from the School

Within the 1st two weeks of School: The Responsible Payer/s will be obligated for the first month of tuition, food service and other fees.

Prior to Thanksgiving, but after the 1st two weeks of school: The Responsible Payer/s will be obligated for one third (1/3) of the total of tuition, food service and other fees.

After Thanksgiving: The Responsible Payer/s will be obligated for the total of tuition, food service and other fees for the entire school year.



Late Payment Policies | 2018-2019

If payment is not received by the 10th of the month, a *Late Notice Reminder* will be sent to your home. If payment is still not received by the end of the month, a *Second Late Notice Letter* will be sent to your home, and you will be contacted by phone by our business manager.

If payment is not received by 60 days, a certified letter will be sent to you explaining the account is now delinquent. If payment is not received within 90 days, the account will be turned over to collections and a certified letter will be mailed to your home explaining that the account is now in collections. There will be a ten (10) day grace period to resolve the debt at that time.

If your account is in collections and you refuse to engage in meaningful communication with the school and/or refuse to resolve your account balance, or refuse to enter into a mutually agreed upon payment plan to resolve your account balance within ninety (90) days of the payment first not being received, The Silver Academy will be forced to take the unfortunate step of dismissing your child from the school at the winter break or at the end of the year, whichever comes first.

Where any family has failed to settle account balances by the beginning of the school year, then no child from that family will be permitted to register for school until the account is settled or the family has entered into a mutually agreed upon payment plan to resolve the account balance.

The school's failure to strictly abide by this policy will not infringe on its right to collect funds due to the school by the methods described in this policy or take the other steps described in this policy.

This policy was reviewed and approved by the Board of The Silver Academy September 2009.



Fee Schedule | 2018-2019

School Year 2018-2019 | Schedule of Tuition

Before GoGrant Scholarship

Tuition, Food*, Security** & Fees

Ganeinu (2 afternoons)	\$3,485
Kindergarten-8 th Grade	\$23,025
Food and Textbooks	\$.1,180*
Security.	\$.500 per family**

* Because of our kosher/dietary restrictions Food Service is not an optional cost; it is a mandatory fee for all students, after all scholarships have been applied.

** The security fee is not an optional cost; it is a mandatory fee for all students, after all scholarships have been applied. The security fee is only charged once per family.

Early Bird Incentive: Applications for grades K-8 received before March 15, 2018 are eligible for an additional \$500 in GoGrant Scholarship.

Tuition & GoGrant Scholarship | 2018-2019

The GoGrant Scholarship is a tuition reduction available to all families who complete the GoGrant Scholarship form.

	Cost of Attendance	With GoGrant by 3/15/2018	With GoGrant from 3/16/2018
Ganeinu (2 afternoons)	\$3,485	\$1,895.	\$1,895
Full-day Kindergarten	\$23,025	\$8,975.	\$9,475
Grade 1	\$23,025	\$10,400.	\$10,900
Grades 2-8	\$23,025	\$13,750.	\$14,250
Mandatory Food & Textbook Fees			\$1,180
Mandatory Security Fee.			\$500 per family



EITC Tuition Assistance Program Information | 2018-2019

Your child may be eligible for a scholarship to The Silver Academy through the EITC (Educational Improvement Tax Credit) Program.

Through Pennsylvania's EITC program and the support of qualifying corporations, scholarship funds become available to students at The Silver Academy whose families meet certain guidelines.

- Eligible school age student is a resident of Pennsylvania
- Total household income based on number of dependents*, including the student/s in your household

Number of Dependents* in Household	1 Dependent	2 Dependent	3 Dependent	4 Dependent	5 Dependent	6 Dependent
Household Income	\$91,620 (or less)	\$106,890 (or less)	\$122,160 (or less)	\$137,430 (or less)	\$152,700 (or less)	\$167,970 (or less)

*Dependents may include household members other than children. Please see "Step 4" on the IRS Form 1040.

"Dependents" definition below.

A Confidential Financial Assistance Form is included in your registration packet. To be considered for an EITC Scholarship, or other financial assistance, this form MUST be completed.

If you have any questions regarding EITC Scholarships, please call the Business Office at 717-238-8775, extension 207.

All applications are confidential.

EITC Program Terms & Definitions

An Eligible Student

A school age student who is a resident of Pennsylvania, who is enrolled in a school located in this Commonwealth and who is a member of a household with an annual household income of not more than \$76,350, except that an additional income allowance of \$15,270 is permitted for the student and for each other dependent (as defined by the IRS) living within the same household. "School age" ranges from the earliest admission age for a school's kindergarten program (or if the school has no kindergarten program, the earliest age at which the student may begin school), through the age attained upon graduation from secondary school or 21 years of age, whichever occurs first.

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A Household

Includes an individual living alone or an individual living with the following:

- a spouse, parent and their unemancipated minor children;
 - other unemancipated minor children who are related by blood or marriage; or
 - other adults or unemancipated minor children living in the household who are dependent upon the individual.
- Household Income Calculations**
In calculating household income for the purpose of determining student eligibility, all moneys and property received of whatever nature and from whatever source are to be included, except for the following:
- Periodic payments for sickness and disability other than regular wages received during period of sickness or disability.
 - Disability, retirement or other payments arising under workers' compensation
 - acts, occupational disease acts and similar legislation by any government.
 - Payments commonly recognized as old age or retirement benefits paid to persons retired from service after reaching a specific age or after a stated period of employment.
 - Payments commonly known as public assistance or unemployment compensation payments by a governmental agency.
 - Payments to reimburse actual expenses.
 - Payments made by employers or labor unions for programs covering hospitalization, sickness, disability or death, supplemental unemployment benefits, strike benefits, social security and retirement.
 - Compensation received by United States servicemen serving in a combat zone.



GoGrant Scholarship Request Form | 2018-2019

To request the GoGrant Scholarship, this form **must** be completed and returned with the Application for Admission by March 15, 2018. The GoGrant Scholarship will be awarded only after all other scholarships/awards are deducted from the total applicable student costs. All scholarships, including the GoGrant Scholarship, cannot exceed the total applicable student costs.

School Year 2018-2019 Maximum GoGrant Scholarship	by 3/15/2018	from 3/16/2018
Full-Day Kindergarten	-\$14,050	-\$13,550
1st Grade	-\$12,625	-\$12,125
2nd - 8th	-\$9,275	-\$8,775
Ganeinu (2 days)	-\$1,590	-\$1,590

2018-2019 GoGrant Scholarship Request Form

(Please complete one form per student)

Name of child: _____ Entering Grade: _____

Name of Parent/Guardian completing form: _____

Please check all that apply:

- I/We are requesting the GoGrant Scholarship 2018-2019
in the amount of \$ _____ Date submitted: _____
- I/We have completed the Flexible Tuition Program Form requesting additional financial assistance through The Silver Academy.
- I/We are requesting financial assistance through other outside sources not related to The Silver Academy. Please provide the amount of this award _____ OR the date _____ by which you will be notified of receipt of this award.

Signature *Date* *Signature* *Date*

Complete this form and return it to the school with your *Application for Admission and Payment Agreement Form* no later than March 15, 2018. *The GoGrant Scholarship is a sponsored subsidy award of The Silver Academy.*



Payment Agreement Form | 2018-2019

For enrollment of my child/ren, I/we agree that payment for all tuition, food service, textbooks and security fees are my/our responsibility and will be made by my/our selected method of payment as identified below. We/I agree that I/we will follow the terms of the payment method selected, faithfully make timely payments and will abide by the Financial Obligation Policy.

I. Name(s) of student(s) enrolled in The Silver Academy

II. Method of Payment for balance due to The Silver Academy for tuition and fees not covered by scholarships or tuition assistance awards.

I/we agree to submit payment to The Silver Academy by check based on the following:

Payment Method (check one): Check* Credit Card** ACH Debit

Payment Schedule (check one): **Annually** – due August 15
 Monthly – due August 15, and on the 1st of each month, September through May

* I/we also agree that if our payment by check is not received by The Silver Academy within 45 days after the payment due date, The Silver Academy may at their discretion charge the checking account that is provided below the appropriate past due payment amount.

** *Payment by credit card will include a 3% surcharge.*

III. Please authorize/preauthorize payment by credit card or ACH Debit by completing the following: A checking account must be provided in order to pay by check.

Credit Card Information	
<input type="radio"/> MC <input type="radio"/> VISA	Exp. Date: _____
Card #: _____	
Name on Card: _____	
Billing Address: _____	

ACH Debit Information
Name of Bank: _____
Bank Routing #: _____
Checking Account #: _____

Print name of responsible parent/guardian

Print name of responsible parent/guardian

Signature

Date

Signature

Date



Flexible Tuition Program Form | 2018-2019

(Complete this form ONLY if requesting financial assistance)

Mail to: The Silver Academy | Financial Assistance Form | P. O. Box 5532, Harrisburg, PA 17110

Must be returned by March 15, 2018

No financial assistance application will be considered until an application and the registration fee have been received.

All information contained on this form is CONFIDENTIAL. Complete BOTH sides, sign on back page and return to address above. Additional information may be required to determine eligibility for financial assistance. Failure to complete this application in full will cause undue delay in determining financial assistance.

1. Responsible Parent or Guardian: _____

Address: _____

Phone (Day): _____

Phone (Night): _____

Phone (Cell): _____

E-mail: _____

Occupation: _____

Employer: _____

2. Responsible Parent or Guardian: _____

Address: _____

Phone (Day): _____

Phone (Night): _____

Phone (Cell): _____

E-mail: _____

Occupation: _____

Employer: _____

.....
List any changes in income from 2017 (increases or decreases):

List any changes in number of dependents from 2017:

Financial Information: (Taken from 2017 Internal Revenue Service form. Use annual figures in dollars.)

Income:	Parent/Guardian #1	Parent/Guardian #2
Wages	\$	\$
Dividend/Interest		
Alimony		
Other		
Total	\$	\$

Financial Information: (Not included in 2017 IRS form)

Income:	Parent/Guardian #1	Parent/Guardian #2
Child Support	\$	\$
Other Sources		
Total	\$	\$

Annual Expenses:*	Parent/Guardian #1	Parent/Guardian #2
Rent/Mortgage	\$	\$
Food		
Utilities		
Car Payments		
Car Maintenance/Gas		
Day Care		
Day Camp		
Tuition Paid to other Schools or Colleges		
Medical Costs		
Insurance		
Telephone		
Contributions		
Clothing		
Total	\$	\$

**If you have other expenses, please provide documentation on a separate sheet of paper.*

Silver Academy **Flexible Tuition Program** Form | **2018-2019**

Total Children in Family

Name	Age	Birth date	Current Grade	Enrolled in The Silver Academy? Y/N

Amount of financial assistance requested per student \$ _____

Comments on your request *(use additional sheets, if necessary)*

I/We have _____ have not _____ made application for financial assistance from other sources. Identify other sources, and indicate amount requested from other sources

Please identify all real estate you own

Please identify memberships you hold in Jewish Communal organizations (JCC, synagogues etc.)

Due to the limited availability of funds, applications received after the deadline may not be considered, unless extenuating circumstances caused the delay. Please explain the reason for filing after the deadline, if applicable

Scholarship funds are limited and are awarded on a first-come, first-served basis.

Applications, even if approved, may be subject to review during the school year, if circumstances warrant.

I/We affirm the above information is true and accurate:

 Parent/Guardian #1 Date Parent/Guardian #2 Date

This form must be accompanied by a copy of the following.

1. The front and back of your 2017 IRS 1040 form(s)
2. All W-2s for 2017

This application must be signed and returned by March 15, 2018 to:

The Silver Academy | P.O. Box 5532 | Harrisburg, PA 17110

Please Note: The Jewish Community Foundation of Central Pennsylvania may have additional funds available for tuition assistance. Please call the Jewish Community Foundation directly at 236-9555, then press 1.