

Greenwich House Pottery

Financial Aid Application Preview

This document is an example of our financial aid application form and can be used to prepare ahead of financial aid deadlines. The form is subject to change.

Please see our [website](#) for dates and deadlines regarding financial aid and class registration. The timeline will also be announced via our [mailing list](#).

Greenwich House Pottery is committed to making ceramics classes accessible to all prospective students and offers need-based financial aid on a term-to-term basis, as funds are available. The average household income of applicants for financial aid is \$32,230. If your income and/or real estate holdings, investments are much higher than this, you will likely not receive financial aid. Financial aid is intended for those who would not be able to register for a class without the aid. Financial aid is only available for one class per student and for up to 50% of the cost of the class.

APPLICATION PROCEDURE

1. Complete the online application form in full by the relevant due date for the term for which you are applying. If you are not able to complete this online form, please contact us at the West Village (16 Jones Street) at (212) 242-4106 or GHP Chelsea (80 Eighth Avenue) at (646) 347-1699. Note that those who need to submit a hard copy of this form or their required financial information must be prepared to drop off their tax information BEFORE the deadline at either studio location.
2. Applicants must submit tax forms (IRS form 1040) with their application. We do NOT store financial information; you must submit documents for each term. Applications without this supplementary information will not be considered for aid. See below for submission instructions. **A copy of form 1040 is required for all applicants.**
3. Financial aid applications are reviewed after the deadline listed above. Applicants with the greatest demonstrated financial need will receive financial aid first and we will continue to offer financial aid as long as funds remain.
4. Recipients will be notified via phone call and email regarding their awards.

REGISTRATION PROCEDURE

When financial aid awards are made, you will receive a personalized **coupon code** for the percentage of tuition determined by our process. **You must register yourself for class and use this code during checkout.**

SAMPLE FINANCIAL AID APPLICATION FORM

THIS APPLICATION MUST BE SUBMITTED ONLINE.

This sample form is for informational purposes only.

Contact Information

Name

Home Address

Email Address

Phone Number

Age

Preferred pronouns

Race and Ethnicity

Financial Information

Tax forms or Proof of Income

We require a copy of your most recent tax return clearly indicating your adjusted gross income (typically pages 1 and 2 of IRS form 1040).

Please upload this document in PDF format

If you are unable to complete the upload, please email this document to pottery@greenwichhouse.org. Your application will not be considered without it.

Is your income less than \$35,000 annually for your household?

Yes / No

Annual Household income [must include all taxable and non-taxable income for the household, spouse/partner, pension, alimony, social security, annuity, disability payments]. Select the range that matches your yearly income.

1. \$0 (zero or lower)
2. \$1 - \$20,000
3. \$20,001 - \$35,000
4. \$35,001 - 50,000
5. \$50,001 - \$70,000
6. \$70,001+

If your declared income is \$0 (zero or lower), we ask that you explain your circumstances below, otherwise your application will not be considered. If you are facing other extenuating circumstances at this time, please explain.

List Expenses:

- Monthly rent or property expenses for your primary residence
- Monthly utilities for your primary residence
- Monthly transportation expenses
- Monthly grocery expenses
- Monthly health insurance premiums
- Monthly medical expenses as incurred on a monthly basis. Elaborate, if needed.
- Monthly tuition
- Monthly childcare
- Monthly loan repayment
- Any other significant monthly obligations you would like for us to consider

List your assets:

- Current total of cash, savings, trusts, checking accounts, and other liquid assets.
- Current net worth of businesses
- Current net worth of investments, including real estate

At any time during the previous year, did you or anyone in your household receive benefits from any of the following federal programs? *Select all that apply.*

- Earned income credit (EIC) Federal housing assistance
- Free or reduced-price school lunch
- Medicaid
- Refundable credit for coverage under a qualified health plan (QHP)
- Supplemental Nutrition Assistance Program (SNAP)
- Supplemental Security Income (SSI)
- Temporary Assistance for Needy Families (TANF)
- Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)
- None of these apply

Number of people in your household:

Roommates do not count unless they are declared dependent or file their tax return with you.

If you have dependents, please list how many.

Are you declared as dependent on anyone else's tax return?

Yes / No

If you answered “Yes” to the last question, what is their adjusted gross income?

Do you receive assistance, as income or expenses paid, from a family member or trust? If yes, list the total amount received per month:

If you do not receive financial aid, will you be able to enroll in a course?

Yes / No / Maybe