

# Music Institute of Chicago

## Financial Aid Guidelines

In order to fulfill our commitment to serving a diverse community of learners, the Music Institute of Chicago annually subsidizes tuition for students whose financial resources are limited.

### Application Process

- The qualification criteria for need-based financial aid relate solely to financial need, not to ability or talent.

*A separate and distinct Merit Scholarship Program offers assistance to students who demonstrate extraordinary musical ability. Auditions are held in April for the following school year. For more information about Merit Scholarships, please contact the Assistant to the Dean.*

- Applications for financial aid are accepted on a rolling basis throughout the year; however, the **priority deadline for the 2022-2023 academic year is June 15, 2022**. You may apply online or by using a paper form. After this deadline, awards may be limited due to demand and budget constraints.
- Those who wish to apply for financial aid must submit a Financial Aid Application and a **signed copy of their latest federal tax return** or other proof of income. There is no fee charged when applying for financial aid.
- Need-based financial aid awards are determined using a sliding scale. All who qualify are expected to pay the remaining portion of their tuition prior to the first lesson or to submit their request for the installment plan in advance of the first lesson. Contact your Campus Administrative staff or Orlando Gino ([ogino@musicinst.org](mailto:ogino@musicinst.org)) for an application or complete the online form.
- Financial aid applications are valid for the duration of the academic school year (September-June). For summer financial aid, applicants must request continuation of aid on the summer registration form. Due to financial aid budget limitations, summer awards are offered at a reduced rate.
- If a student cancels or does not begin instruction, financial aid is forfeited, and the student must re-apply.
- Adult students who are claimed as a dependent on someone else's tax return must submit the other tax return as well.

### Criteria for Determining Awards

- Family income demonstrated by most recent tax return, paycheck stub, or other proof of income
- Number of people in the applicant's household
- Special circumstances such as illness, loss of job, pending divorce, business loss, etc.

## **Information Regarding Awards**

- Awards may be applied to private instruction, group classes, or ensembles. If a student is enrolled in multiple offerings, aid will be applied to the most expensive lesson or class.
- Students, ages 18 and under, must be registered for weekly lessons to qualify for financial aid for private instruction.
- Adults applying for financial aid to be applied to private instruction must be registered for at least 8 lessons per semester to qualify for financial aid.
- Standard lesson lengths at the Music Institute are 30, 45 or 60 minutes. Additional aid for increases in lesson length will be reviewed following approval by the private instructor.
- Aid is offered for 17 weeks per semester and is applied to private lessons up to 60 minutes in length.
- Aid is not awarded for secondary instruments, additional weekly lessons on the primary instrument, or supporting classes such as musicianship, chamber music, large ensembles, etc.
- The maximum amount of aid a family may receive for the academic year is \$6,000.

## **Expectations of Financial Aid Recipients**

- Regular attendance at lessons. After three unexcused absences, financial aid may be rescinded and will not be renewed for the following semester.
- Commitment to musical studies as demonstrated by the following: evidence of consistent practice, bringing music to all lessons and/or classes, participation in recitals and concerts, and cooperation with the instructor.
- Timely payment of tuition. The balance due after financial aid has been applied is the recipient's responsibility to pay prior to the first lesson or in accordance with the installment plan.
- Participation in performances at fundraising, outreach, or special events, if requested by the Music Institute of Chicago.
- Involvement in volunteer activities for the Music Institute of Chicago.

**Fulfillment of these expectations will be tracked and failure to meet any of these expectations may result in current and/or future aid being rescinded.**

**MUSIC INSTITUTE OF CHICAGO**  
**1702 Sherman Avenue**  
**Evanston IL 60201**  
**847.905.1500 (fax: 847.425.1490)**

**FY 2022-2023**

**CONFIDENTIAL FINANCIAL AID APPLICATION**

**IT IS CRITICAL THAT ALL PORTIONS OF THE APPLICATION FORM ARE COMPLETED AND INCLUDE PROOF OF INCOME; NO AID WILL BE AWARDED IF APPLICATIONS ARE INCOMPLETE.**

**Please return this application with a signed copy of your latest federal tax return or other proof of income.** If there are multiple tax returns for your household, please include a copy of each return. Adult students who are claimed as a dependent on someone else's tax return must submit the other tax return as well. If you have no taxable income, please include a paycheck stub, social security benefits letter(s), or ADC forms. If the payer is a full-time student, provide documentation summarizing the amount of support granted to the payer by his/her school, church, and/or extended family. If the payer is in the U.S. on a student or non-working visa, he/she must provide appropriate documentation of this status. Families with income from overseas must provide an income statement.

Have you received need-based financial aid from the Music Institute in the last 12 months?     yes     no

Name of Student	Age	Instrument/Class	Requested Lesson Length	Requested Campus	Teacher (if known)

Parent/Guardian #1 or Adult Student	Parent/Guardian #2
Address	Address
City State ZIP	City State ZIP
Home Phone	Home Phone
Work Phone	Work Phone
Cell Phone	Cell Phone
E-mail Address	E-mail Address

I declare that, to the best of my knowledge the information on this application is true, accurate, and complete.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**OFFICE USE ONLY:**

MIC Student ID _____	teacher _____	lesson length _____	prior award _____	current award _____	merit y/n _____
teacher _____	lesson length _____	prior award _____	current award _____	merit y/n _____	
teacher _____	lesson length _____	prior award _____	current award _____	merit y/n _____	

## HOUSEHOLD FINANCIAL INFORMATION

Please list your **ADJUSTED GROSS INCOME** from your prior year's income tax return (found on line 11 on the 2021 1040). If there are multiple tax returns for your household, please submit all of them and combine the adjusted gross incomes from all returns. The student(s) applying for financial aid must appear on the tax returns submitted.

**Total Number of Household Members** \_\_\_\_\_

**Total Adjusted Gross Income** \$ \_\_\_\_\_

**Supplemental Monetary Support** \$ \_\_\_\_\_

**Please explain:** \_\_\_\_\_

\_\_\_\_\_

**TOTAL Income + Support** \$ \_\_\_\_\_

### Special Circumstances

An applicant's financial documentation does not always reflect his or her current fiscal situation. Therefore, please explain any special circumstances regarding your need for financial aid, providing as much detailed information as possible. Exceptional situations might include economic impact from the coronavirus pandemic, sudden illness, loss of job, pending divorce, business loss, etc.

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**Attach proof of income after this page.**

**Additional information may be requested if necessary.**

**If you have questions about the financial aid program, please contact the Registrar, Orlando Gino:**  
[ogino@musicinst.org](mailto:ogino@musicinst.org).