Knoxville Regional Catholic Schools Operating Fund (KRCSOF)

Thank you for the decision you have made to choose a Catholic education for your child. The Diocese of Knoxville has been blessed with the opportunity to offer tuition assistance through this fund set up for the schools in the Knoxville region. These include St. Joseph Catholic School, Sacred Heart Cathedral School, St. John Neumann Catholic School, St. Mary's Catholic School in Oak Ridge, and Knoxville Catholic High School.

The generosity of so many donors, parishes, and parishioners have made this possible, including contributions through the Catholic Education Trust Fund, St. Mary's Legacy Foundation, and second collections. Thank you to all in the area who have sacrificed to help bring Catholic education to our families!

All Saints	Our Lady of Fatima	St. John Neumann
Divine Mercy	Sacred Heart Cathedral	St. Joseph (Norris)
Holy Ghost	St. Albert the Great	St. Mary (Oak Ridge)
Immaculate Conception	St. Francis (Townsend)	St. Theresa of Kolkata
Holy Family	Holy Trinity	St. John XXIII
St. Mary (Athens)	St. Mary (Gatlinburg)	St. Therese (Clinton)
St. Thomas		

This Tuition Assistance fund (known as the Knoxville Regional Catholic Schools Operating Fund – KRCSOF) is administered by our area pastors with assistance from many. Based on information you provide, recommendations for assistance are offered. Once approved by the pastors, tuition support is distributed through the respective schools. Just as every student is unique, so is every family's financial situation.

Each of our schools has a tuition rate for Catholic families as well as a different one for those of other faiths. As you would expect, there is a process for determining that and we thank you in advance for completing the **PARISH STEWARDSHIP FORM**. Submitting this completed form is the only way to know which of our families should receive the Catholic rate of tuition. You may obtain the form from your school office. It is also available on the website.

All families applying for tuition assistance are expected to apply for ESF funding through the state of Tennessee as well. This voucher program enables funds to be stretched to provide as much assistance as possible.

Application Process:

Once you have completed the parish stewardship form, go to https://online.factsmgt.com/aid to begin your application for KRCSOF tuition assistance. You will need to create a FACTS payment account. If you already have one, that may be used to log in.

The application opens November 1, 2026 and will close December 11, 2026. All applications must be submitted by December 11, 2026.

Required documentation includes:

- Most recent tax stubs supporting all household income
- IRS Federal Income Tax Return, including all supporting schedules (for tax year 2025).

If applicant or co-applicant file separately, we require both tax returns for the same tax year.

• Copies of all the current year W-2 Wage and Tax Statements (2025) for both the applicant and co-applicant and/or 1099 forms

• Copies of all supporting tax documents if you have business income/loss from any of the following:

- o Business – send Schedule C or C-EZ and Form 4562
- o Form 1065
- o Schedule K-1 and Form 8825 Estates and Trusts – send Schedule E, Form 1041 and Schedule K-1

- IMPORTANT: If you file a tax return but do not have W-2 wages because you are self-employed, you will be required to submit a copy of your current year Federal Form 1040 Tax Return.

• Copies of all supporting documentation for household Non-Taxable Income such as: Social Security Income, Welfare, Child Support, Food Stamps, Workers' Compensation, and Temporary Assistance for Needy Families (TANF)

NOTE- If you do not file a tax return, you are required to provide documentation of all income received.

There is a 24-Hour FACTS Parent Hotline (also available in Spanish) that you can call (866-441-4637) if any issues arise while completing the application.

Recommendations for tuition support can only be made after all this documentation has been provided and the responsive actions have been taken. Awards are based on extent of demonstrated need, number of qualifying applicants, and fund amounts available. Once a school verifies information and receives recommendation, a notice will be sent to your pastor, who will sign to verify parish affiliation and send a letter of notification to you.

If you need further help or have questions regarding this application, please contact the business office of the school to which you are applying for assistance.