

St. Mary's Elementary School  
35 Bartlett St. | Westfield, MA 01085  
(413)568-2388

February 26, 2007

Dear Parent:

We realize how difficult it is for our parents who want their child(ren) to receive the blessings of a Catholic education, but cannot afford to do so. We strive, to the extent possible, to make attending our school affordable. This year we are trying to introduce a unified system of awarding financial aid. This assistance will come out of our pastor's scholarships, the principal's fund and internal assistance from the school.

We realize many parents may feel uneasy, or in the worst case embarrassed, about requesting such aid, but the mission of the church is to help those in need. Let me assure you that the process for applying for aid is kept in the strictest confidence and there is no need to feel uneasy or embarrassed. We are here to assist you and your family in providing the best Catholic education possible for your child(ren).

We hope you take the time to fill out the attached application, and review our enclosed brochure, so we may assist you. After completing the application, please forward it along with your most recent IRS income tax return to **Sr. Christine Lavoie, St. Mary's Elementary School, 35 Bartlett Street, Westfield, MA 01085** (mark it "*Confidential – Financial Aid*"). If there are other circumstances that you feel we may need to know about in order to make our determination, please attach additional documentation to your application. We will act on your request as quickly as possible and will of course give preference to those who may need our assistance the most.

God bless,



Sr. Christine Lavoie



Fr. Brian McGrath

**Enclosures:** Application and Brochure

**Note:** Application & Brochure (as well as the diocesan Financial Aid Application) are available on our web site.