This document is to provide information to families that may be eligible for financial assistance regarding items such as tools, uniforms, and/or fees. If you believe your family meets the eligibility requirements, and have a need, please follow the procedures listed below:

Please contact your grade level school counselor to discuss the specifics of your need. You will need to provide one of the following items below as proof of eligibility:

1. The letter you received by email from CTECS confirming eligibility (note: the letter must be for the 2021-2022 school year); or
2. A letter (dated July 1, 2021 or later) from a State Agency (i.e. DSS, DCF, etc.) confirming your enrollment in a financial state assisted program; or
3. Completion of the [Alternative Income Survey Form](https://docs.google.com/forms/d/1eaO9QUm2WE_NH4tK_SPDKLBbCVDilULnLqV8d_KGW7mg/edit?usp=sharing) and Release of Information form (attached).
   A. Note that both forms must be completed and that completing the forms is not a guarantee of eligibility.
   B. After completing the Alternate Income Survey, please email [Sheila.Bedard@cttech.org](mailto:Sheila.Bedard@cttech.org) to include your competed Release of Information form and confirm submission. She will then advise you of your status.
4. Alternate Income Survey Link: [Click here to complete the Alternative Income Survey](https://docs.google.com/forms/d/1eaO9QUm2WE_NH4tK_SPDKLBbCVDiULnLqV8d_KGW7mg/edit?usp=sharing)

A couple things to note:
- Students are not eligible for tools assistance until tenth grade
- When completing the release identified in #3 above, please check **ALL boxes** that would apply either currently or that you might need later in the school year.

Should you have any questions, please contact me at [Sheila.Bedard@ct.tech.org](mailto:Sheila.Bedard@ct.tech.org)

**PLEASE DO NOT RESPOND DIRECTLY TO THIS MESSAGE ON PARENT SQUARE.**