



Online Fair Application Directions

You will need the following:

- **School Code: 232**
- **School Password: lhs232**
- **Your credit card to complete payment process**
- **A complete copy of your 2009 Federal Income Tax return with all schedules and W-2's**

To begin the process:

1. Log onto the FAIR web site
 - a. www.fairapp.com
 - b. Click on the "Online Application" link on the left side of the page
 - c. Create your user account using your email address and a password that you select
2. On the 2nd page of the application called "Dependent Information", it may ask for grade entering and then school code again. On the drop down menu, choose:

232- Lutheran High School Parker
3. Once you have completed the application process, you will receive a confirmation page that verifies that FAIR has received your application as well as an email reconfirming receipt. The confirmation page and the email will remind you to submit your tax return via mail to FAIR as soon as possible. (NOTE: If FAIR has not received your tax return within 14 days after you submit your online application, FAIR will send you a letter reminding you that you still need to send in your return before the application will be processed.)
4. FAIR Deadlines are March 15th, April 15th, and May 15th.
5. Questions: call Abbie Duitsman at 303-625-3660 or Abbie.Duitsman@LHSParker.org
6. It usually takes a few weeks for FAIR to assess your application and for them to notify us. When we get the information back from them, Joel Palmreuter, LHSP Principal, will contact you.