



STUDENT SPECIAL ASSISTANCE FUND APPLICATION

2023-2024 SCHOOL YEAR

For full consideration, please complete the entire form and submit with required attachments. Incomplete application packages will not be reviewed.

Application Date

**Student School
Enrollment Date**

Student I.D.#

School Uniform Required?

YES

NO

Assistance Needed?
(Select only one).

School Uniform

Eyeglasses

Hearing Aid

12th Grade Senior Fees

8th Graduation Fees

FIRE/DISASTER VICTIM (Attach supporting documentation)

**Check here if you are
currently receiving
assistance from CPS.**

YES

NO

**List services
provided by
CPS.**

Name of School:

School Phone Number:

School Grade :

Graduation Date:

Applicant Status:
(For fire victims, please
attach supporting
document).

New Applicant

2nd Year Applicant

FIRE/DISASTER VICTIM (Attach supporting documentation)

Temporary-Living (Homeless)

STUDENT INFORMATION

**NOTE: Maximum SSF assistance is up to (2) consecutive years.
Student is automatically ineligible after two consecutive years of
funding.**

Last Name:

First Name:

Date of Birth:

Age:

Street Address:

Chicago

IL

Zip Code:

E-mail Address:

Phone Number:



PARENT/GUARDIAN INFORMATION

Please provide all sources of income. Parent/legal guardian must show current proof of income for full consideration.

Last Name:

First Name:

Same Residence of
Student applicant?

Yes

No

Address: (if
different
from
student
applicant):

of Adults in
Household

of Children in Household

Source of Income
(Select all that apply)

Child Support

Public Assistance (Aid)

Employed

Other

Total Monthly Income

Name of Employer:

Employer Address:

City:

State:

Zip Code:

Are you receiving
other financial
assistance:

IMPORTANT! Two school official signatures are required for this form, the school delegate and school principal. For schools that do not have a designated delegate, the required signatories are the principal and either the school nurse (CTU member only) or the designated school clinician.

Delegate Last Name:

First Name :

Delegate Signature:

E-mail

Principal Last Name
(Required signature):

First Name:

Principal Signature:

School Counselor/
Social Worker Name
(Approved Alternative
Signatory)

Counselor
Signature:

School Nurse
(Approved Alternative
Signatory) (Include
phone number) :

Nurse
Signature:

Please mail completed application to:

Chicago Teachers Union Foundation (CTUF)
1901 W. Carroll Ave
Chicago, IL 60612
Office: (312) 429-2100

**Required
Attachments:**

Proof of Income (SSI, Public Aid, and/or Copy of Check Stub)
Letter from School Official (on school letterhead)

Electronic Submission: Please sign, scan and e-mail completed application along with required documents to: **charisebennett@ctuf.org**. Please write **SSAF** and the **Student's Name** in e-mail subject line.

Please do not drop off SSAF applications at the Chicago Teacher Union Foundation office/ reception desk. All applications must be submitted through postal mail service or by e-mail. To expedite your application submission, e-mail your application package.

Eligibility Requirements: Applicant must be residing in low-income household. The household income must be below the federal poverty line. Click here for [Federal Poverty Guidelines](#).