

APPLICANT'S DOs & DON'Ts

DOs:

- 1) **Be Proactive:** Learn about the Tuition Tax Credit program, so you can answer basic questions that comes up as you approach prospect donors.
- 2) **Utilize our resources:** Equip yourself and share them with your prospect donors. Contact us if you still have question. (Knowledge is Power, Learn and Grow)
- 3) **Attend our weekly Tax Credit interactive workshops:** Learn more about the Arizona Tuition Tax Credit program and ways to successfully acquire donations and more. Join us in Scottsdale, Phoenix, and Glendale and a **Chance to WIN** one of our tutoring gift certificates for your student:

PRIZE: Monthly giveaways, compliments of Sylvan Learning: (ONE drawing per month)

- FREE Full-length SAT/ACT practice test and consultation to review result (\$200 value) OR
 - FREE One week of Sylvan Math Edge (\$220 value)
- 4) **Start early:** Ask others to allocate their state tax liabilities and recommend your students. Summertime is a great time to start getting commitments. Follow up with an email or phone call in September and again in December, use our letter templates and personalize it. If emailing, include STO4KIDZ website link, if mailing, include our contribution form and fill in your student's name and school. Let us know if you have question or need help.
 - 5) **Thank your donors:** We HIGHLY RECOMMEND applicants write THANK YOU letters to donor. Thou you may not know who donated and how much, but we can tell you how many recommendations has come in for your student(s). You can mail us your thank you letters along with stamped envelopes and we will mail them to the donors on your behalf.
 - 6) **Build relationship with STO4KIDZ:** Our goal is for you to effortlessly navigate the Tuition Tax Credit program and successfully lower your student's tuition.

DON'Ts:

- 1) **Don't give up:** Perfect practice, makes perfect! Your determination will pay off.
- 2) **We don't believe you should apply with many STO's:** It is about building relationship and the best use of your time; apply to a couple of STO's that complement your family need and qualification, then spend the rest of your time asking people to contribute and recommend your student(s).

NOTE: A school tuition organization cannot award, restrict, or reserve scholarships solely on the basis of a donor's recommendation. A taxpayer may not claim a tax credit if the taxpayer agrees to swap donations with another taxpayer to benefit either taxpayer's own dependent. A.R.S. 43-1603 (C). Any designation of your own dependent as a potential recipient is prohibited