



OCF-Joseph E. Weston Application

Application Deadline: January 9th, 2026

Important information before applying:

- ✓ Students entering 6th, 7th, or 9th grade in the fall of 2026 may apply.
- ✓ Students entering 6th - 12th grade transferring from a public school may apply.
- ✓ Twenty-five need-based scholarships are available.
- ✓ New families must first submit an application for admission before their OCF-Joseph E. Weston Scholarship application can be reviewed.
- ✓ By completing this application, you will also be applying for Variable Tuition at the same time.
- ✓ OCF-Joseph E. Weston Scholarship applications are submitted through **FACTS Financial Aid**, an independent service that reviews financial information and provides recommendations to Portland Christian. You will need to upload supporting documents such as recent tax returns, W-2 forms, and pay stubs. **FACTS charges a \$45 non-refundable application fee.**

Steps to apply for the OCF-Joseph E. Weston Scholarship:

1. Go to **FACTS** (<https://online.factsmgt.com/signin/3F6GZ>) and either sign in or create a FACTS account.

Portland Christian School

Welcome!

We are pleased to offer FACTS Payment Plans and Grant & Aid Financial Needs Assessment on the same platform.

If you have an existing Tuition Payment Plan through FACTS and have already created a user account, please select **"Sign In to Manage your FACTS Account"** and use your existing username and password.

If you are a New FACTS User please select "Create a FACTS Account".

Enrolling in a FACTS tuition payment plan allows you to select a payment option that best suits your financial needs. The plans listed below are offered by your school:

Monthly Payments: Spread your tuition balance over monthly installments.

Semi-Annual Payments: Pay your tuition in two installments.

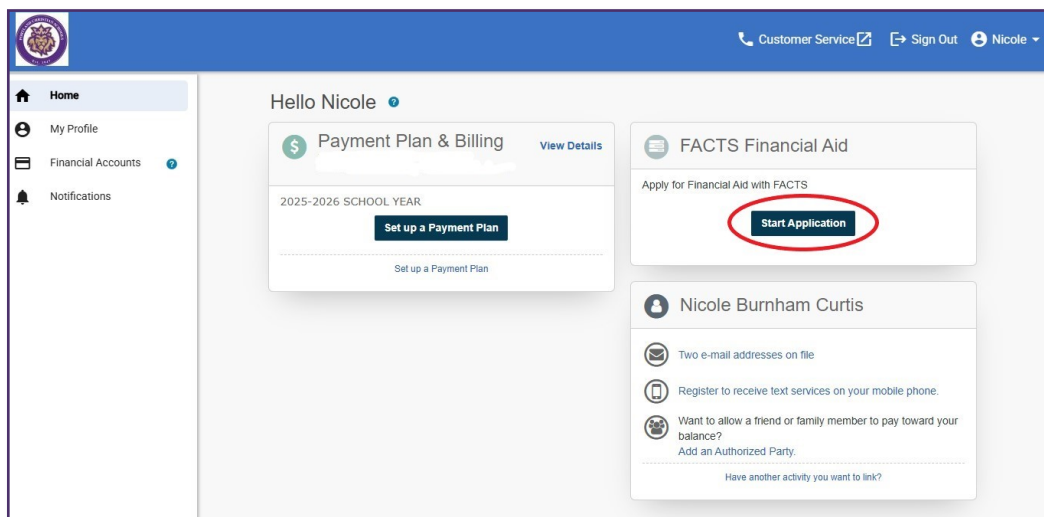
Have an account?
Sign in now.
Sign in

New Account
New user? Create an online account.
Create a username & password

Having difficulties? Check our FAQs.



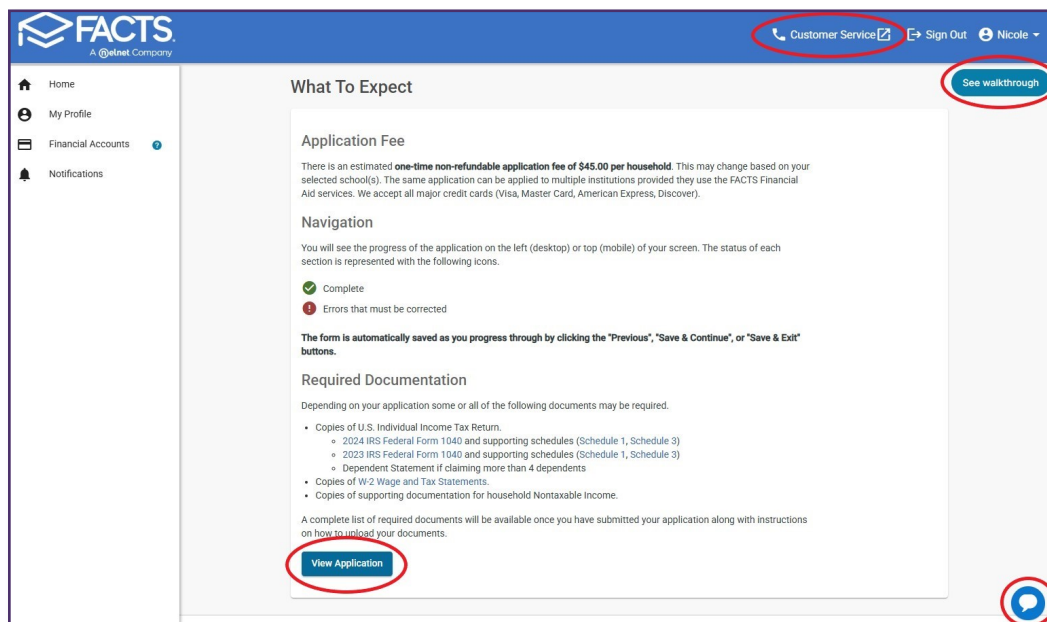
2. Select the “Start Application” button in the FACTS Financial Aid box in the upper right of your screen.



3. Read the instructions and select the “View Application” button when you are ready to begin.

FACTS has some helpful tools to assist you with your application:

- **“See walkthrough” button (top right):** A video guide that shows you how to complete a FACTS Financial Aid application.
- **Chat button (bottom right):** Live chat with a FACTS representative.
- **Customer Service option (top tool bar):** Call a FACTS representative for assistance.




4. Once in the application, it will look like the screenshot below. You will work through all the sections listed on the left, providing the information requested.

The screenshot shows the FACTS Application Form interface. At the top, there's a blue header with the FACTS logo and navigation links: My Profile, Customer Service, and Sign Out. Below the header, a sidebar on the left lists 13 sections: 1 Schools, 2 Applicant, 3 Co-Applicant, 4 Students, 5 Taxable Income, 6 Nontaxable Income, 7 Change of Income, 8 Monthly Expenses, 9 Annual Expenses, 10 Assets & Liabilities, 11 Additional Questions, 12 Review, and 13 Submit. The main content area is titled 'Application Form' and shows the 'Schools' section. It prompts the user to 'Please list all schools and organizations where you would like to apply for financial aid or will pay tuition in the 2026-2027 school year.' and lists 'Portland Christian School' with the address 'Portland, OR 97230'. A blue button labeled 'APPLICATION PREVIEW 2026-2027' is in the top right. A red circle with a question mark is in the bottom right corner.

5. In section 11, at the bottom of the page, you will be asked if you are applying for the **OCF-Joseph E. Weston Scholarship**. Select “yes.”

The screenshot shows the 'Additional Questions' section of the FACTS Application Form. The sidebar on the left highlights section 11 'Additional Questions' with a red circle. The main content area is titled 'Additional Questions' and includes a note: 'Required fields are marked with *'. It prompts the user to 'Use the space below to add any information or comments which you feel might be helpful in determining your family's qualification for tuition assistance.' Below this is a text input field. The section is titled 'Portland Christian School' and contains several questions with checkboxes: '* Is your request for a Variable Tuition Discount based on short-term financial difficulties?' (with a dropdown menu), '* Please explain all circumstances prompting your request for a Variable Tuition Discount.' (with a text input field), '* As part of participating in the Variable Tuition program, we ask each family to agree with these requirements:', '* In receiving a Variable Tuition Discount, I (we) understand that we will not be paying the full cost to educate our child', '* I (we) filled out the FACTS Grant & Aid assessment application fairly and honestly.', '* I (we) have reasonably pursued other sources of funds for tuition beyond our current income (relatives, investments, church).', '* As a good steward, I (we) will avoid unduly expensive vacations while receiving a Variable Tuition Discount, expensive and unhealthy habits and unnecessary large expenditures such as brand new automobiles, boats, etc.', and '* In fairness to other school families, I (we) will make every effort to be employed to the fullest extent that I am (we are) able, in a way that honors the common good of the family.' At the bottom, there is a question: 'Are you also applying for the OCF-Joseph E. Weston Scholarship for 6th, 7th & 9th grades?' with a dropdown menu. This question and its dropdown are circled in red. A blue button labeled 'APPLICATION PREVIEW 2026-2027' is in the top right.



6. As a part of the **OCF-Joseph E. Weston Scholarship**, the student and parent must complete and upload answers to some essay questions. They will need to be uploaded as a PDF or Word Document. To upload the documents click the  icon.

*The questions are listed below for your reference. **DO NOT** include your name or personally identifying information in your essay.*

- **Student Questions**

- 1) Explain why you would like to attend Portland Christian School.
- 2) What is a meaningful experience, class or teacher you've had in school? How has it affected you personally? If applicable, how did it affect your faith?
- 3) What do you hope to do or experience in the coming school year?

- **Parent Questions**

- 1) Please explain any special circumstances that you believe impact this application.
- 2) Why is it important that your child attend Portland Christian?

10 Assets & Liabilities

11 Additional Questions

12 Review

13 Submit

* ☐ As part of participating in the Variable Tuition program, we ask each family to agree with these requirements:

* ☐ In receiving a Variable Tuition Discount, I (we) understand that we will not be paying the full cost to educate our child

* ☐ I (we) filled out the FACTS Grant & Aid assessment application fairly and honestly.

* ☐ I (we) have reasonably pursued other sources of funds for tuition beyond our current income (relatives, investments, church).

* ☐ As a good steward, I (we) will avoid unduly expensive vacations while receiving a Variable Tuition Discount, expensive and unhealthy habits and unnecessary large expenditures such as brand new automobiles, boats, etc.

* ☐ In fairness to other school families, I (we) will make every effort to be employed to the fullest extent that I am (we are) able, in a way that honors the commitment to family.

Are you also applying for the OCF-Joseph E. Weston Scholarship for 6th, 7th & 9th graders?

Yes

☐ I/We understand that we must upload a students essay for the Weston Scholarship answering the following questions. 1) Explain why you would like to attend Portland Christian School. 2) What is a meaningful experience, class or teacher you've had in school? How has it affected you personally? If applicable, how did it affect your faith? 3) What do you hope to do or experience in the coming school year?

☐ I/We understand we must upload a parent essay for the Weston Scholarship answering the following questions. 1) Please explain any special circumstances that you believe impact this application. 2) Why is it important that your child attend Portland Christian?

☐ I understand that scholarship funds will be applied toward the student/s tuition only upon the condition that the student is enrolled in Portland Christian Schools through the school's regular admissions process.

☐ I understand that scholarship funds will be allocated over the course of the selected payment plan. If the student's attendance terminates during the school year, the Weston scholarship funds will be pro-rated for the time attended.

☐ I agree that the student will write a thank you letter to Mr. Joseph E. Weston (c/o PCS) within two weeks of receiving notice of the award. I understand that the award will be applied toward the student's tuition only after the thank you letter has been received by the PCS Business Office.

☐ I/We understand that in order to qualify for the Weston Scholarship, the application and all additional documentation must be received no later than 5:00 pm on January 9, 2026. NOTE: See scholarship parameters on the school website at www.pcschools.org.

Final Notes:

- You do not need to finish the application in one sitting - your progress will be saved.
- After you submit your application, you will be prompted to upload your supporting financial documents.
- If you have questions about the Weston Scholarship, contact Jennifer Loffink at jennifer.loffink@pcschoools.org.