

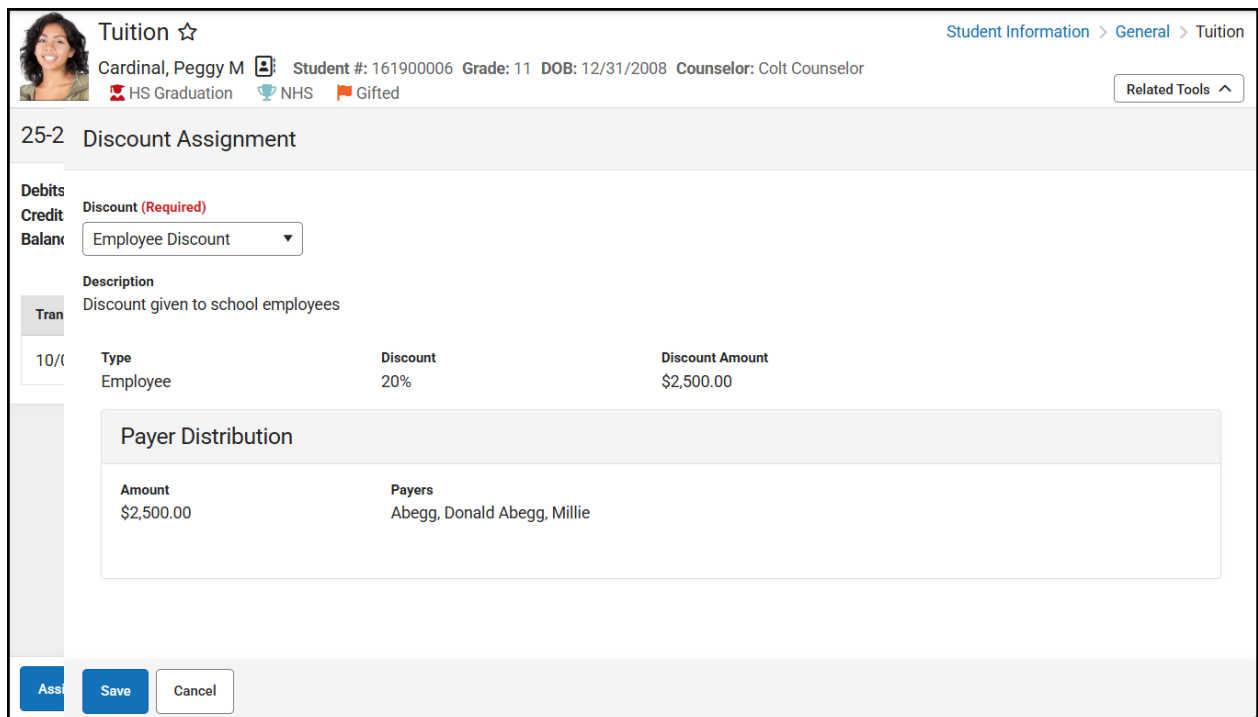
Assign Discounts, Scholarships, or Grants to a Student

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Tool Search: Tuition

Once a tuition has been assigned to a student, discounts, as well as scholarships and grants, can be assigned to the student to reduce the amount or pay for portions of the tuition. Prior to being assigned a tuition, students cannot be assigned discounts, grants, or scholarships.

Assign a Discount in a Non-split Household



The screenshot shows the 'Tuition' tool interface. At the top, there's a header with the student's name 'Cardinal, Peggy M', student ID '161900006', grade '11', DOB '12/31/2008', and counselor 'Colt Counselor'. Below this, there are tabs for 'HS Graduation', 'NHS', and 'Gifted'. The main section is titled '25-2 Discount Assignment'. On the left, there are tabs for 'Debits', 'Credit', and 'Balance'. The 'Credit' tab is selected, showing a 'Discount (Required)' dropdown menu with 'Employee Discount' selected. Below this, there's a 'Description' field with the text 'Discount given to school employees'. A table shows the discount details: 'Type' is 'Employee', 'Discount' is '20%', and 'Discount Amount' is '\$2,500.00'. Below the table, there's a 'Payer Distribution' section with a table showing the amount '\$2,500.00' and the payers 'Abegg, Donald Abegg, Millie'. At the bottom, there are buttons for 'Assign', 'Save', and 'Cancel'.

1. Select a student from the Search.
2. Click **Assign Discount**.
3. Select a discount from the Discount drop-down.
4. Click **Save**. The discount will be reflected as a credit on the student's tuition record.

Assign a Discount in a Split Household

When a discount is assigned to a student in a split household, the discount will automatically be divided among the payers. The payer distribution fields can be used to adjust the discount amount for each payer.



Tuition ☆

Abegg, Dylan V  Student #: 171900001 Grade: 11 DOB: 09/15/2008 Counselor: Joy Counselor

 Medical Condition(s)
  HS Graduation
  Custody Restriction
  Peer Tutor
  NHS
  504 Student

 All On-Site

Credits:

Balance

Discount Assignment

Transa

Discount (Required)

Returning Student Dis...

09/16

Description

Discount given to students returning from elementary to middle school and returning from middle school to high school.

09/16	Type	Discount	Discount Amount
	Regular	\$100.00	\$100.00

25-26

Payer Distribution

Discount Amount (Required)	Payers
50.00	Abegg, Donald Abegg, Millie
Discount Amount (Required)	Payers
50.00	Ruger, Maria

Debits:

Credits:

Balance

Transa

09/16

Assign

Save

Cancel

When applying discounts with tiers to a household with multiple tuitions, the system processes the tuitions in order from the most expensive to the least expensive. This ensures that higher-cost tuitions receive applicable discounts first.

1. Select a student from the Search.
2. Click **Assign Discount**.
3. Select a discount from the Discount drop-down.
4. Edit the amount that will be applied to each payer if needed.
5. Click **Save**. The discount will be reflected as a credit on the student's tuition record.

Assign a Multi-student Discount

When applying multi-student discounts, assigning a discount to one student in a household will automatically apply it to all eligible students. The tier levels and discount amounts are visible for each student and can be modified as needed.



Tuition ☆
[Student Information](#) > [General](#) > [Tuition](#)

Abegg, Dylan V
Student #: 171900001
Grade: 11
DOB: 09/15/2008
Counselor: Joy Counselor

Medical Condition(s)
HS Graduation
Custody Restriction
Peer Tutor
NHS

504 Student
All On-Site
Related Tools ^

25-2 Discount Assignment

STUDENT	TIER	AFTER STUDENTS	TIER DISCOUNT	AMOUNT
Abegg, Justin	2	2	50%	\$5,100.00
Abegg, Robert	2	2	50%	\$3,800.00
Cardinal, Peggy				
Abegg, Stella	2	2	50%	\$3,800.00
Abegg, Dylan	1	1	\$250.00	\$250.00
Abegg, Emma	No tuition assigned			
Abegg, Wallace	2	2	50%	\$6,350.00

Distribute

Assign
Save
Cancel

1. Select a student from the Search.
2. Click **Assign Discount**.
3. Select the multi-student discount from the Discount drop-down.
4. Edit the tier that will be applied to each student if needed.
5. Click **Distribute** to see the discount amount applied to each student.
6. Click **Save**. The discount will be reflected as a credit on the student's tuition record.

Assign a Scholarship or Grant

Both Scholarships and Grants will appear under the Scholarship dropdown field. Grants will be distinguished from Scholarships under the Type field.



Tuition ☆

Abegg, Dylan V

Student #:

 171900001

Grade:

 11

DOB:

 09/15/2008

Counselor:

 Joy Counselor

Medical Condition(s)

HS Graduation

Custody Restriction

Peer Tutor

NHS

504 Student

All On-Site

[Student Information](#) > [General](#) > [Tuition](#)

Related Tools ^

25-26

Scholarship Assignment

Debits:

Credits:

Balance:

Scholarship (Required)

Accounting and Finan...

Description

\$500 grant for students enrolled in accounting and finance related classes.

Type

Grant

Amount

\$500.00

Payer Distribution

Scholarship Amount (Required)

250.00

Payers

Abegg, Donald Abegg, Millie

Scholarship Amount (Required)

250.00

Payers

Ruger, Maria

Assign

Save

Cancel

Payer Distribution for Grant Amounts will also be labeled as 'Scholarship Amounts'.

1. Select a student from the Search.
2. Click **Assign Scholarship/Grant**.
3. Select an option from the Scholarship drop-down.
4. If the payment is split, edit the amount that will be applied to each payer if needed.
5. Click **Save**. The Scholarship or Grant will be reflected as a credit on the student's tuition record.