

MOST 529 Worksheet
Parish/School Staff Instructions

The MOST 529 worksheet is designed to assist MOST 529 account holders (parents, grandparents, etc.) to determine the MOST 529 eligible amount of tuition cost per child per semester. The form is designed for use for all school years simply by updating the information as described below.

Customize the MOST 529 Worksheet as follows:

1. For Parishioner Rate worksheet:
 - a. Replace “Name of School” with the name of the school issuing the form and update the school year as needed.
 - b. ‘Tab’ to select the first fillable cell on the “Office Use” line.
 - c. Replace the label and annual tuition rates on the “Office Use” line with annual tuition rates for the given school year. ‘Tab’ to move through fillable rate cells.
 - d. Save the worksheet as “MOST 529 Worksheet – School Year 20xx-20xx – Parishioner Rates” as an Excel worksheet format and/or PDF document.
2. For Non-Parishioner Rate worksheet:
 - a. Tab to the “Tuition Table – Parishioner” cell and replace Parishioner with Non-Parishioner.
 - b. ‘Tab’ select and move through the fillable rate cells.
 - c. Save the worksheet as “MOST 529 Worksheet – School Year 20xx-20xx – Non-Parishioner Rates” as an Excel worksheet format and/or PDF document.
3. Distribute the worksheets in one or more of the following means:
 - a. Include appropriate number of forms for each family (based on number of children in attendance) in annual back-to-school packets.
 - b. Publish PDF copy on web-site and instruct account holders how to access the worksheet.

The MOST 529 account holder is responsible for completing Lines 3 – 13 to determine eligible tuition cost. This worksheet includes written instructions for account holders to determine eligible per semester costs per child.