

SAINT PETER SCHOOL
REGISTRATION FORMS
2011-2012 SCHOOL YEAR

Tuition Policy and Fees
Responsible Use of Technology Policy
Student Enrollment Form
Tuition Payment Option Letter /Parishioner Rate Financial Obligation
Emergency Medical Authorization
Technology Parent Permission Form
Student Registration Information Form (Returning students only)
Publicity Release Agreement
Registration Forms for New Students Only (If Applicable)

RETURN ALL FORMS BY March 4, 2011 TO AVOID INCREASED REGISTRATION FEE OF \$100.

NOTE: After reviewing the Registration Package, if any forms are missing or if you have any questions, please contact the Parish Administration Office at 233-1503 or the School Office at 233-8710.

CHECKLIST

The following documents must be returned to complete your Child(ren)'s registration.

_____ Registration Fee \$75.00 (\$100.00 after March 4, 2011) per Family NON- REFUNDABLE

_____ Student Enrollment Form and Tuition Payment Option Letter

_____ Emergency Medical Authorization

_____ Responsible Use of Technology Parent Permission Form

_____ Student Registration Information Form (Returning students only)

_____ Publicity Release Agreement

_____ Registration Forms for NEW STUDENTS ONLY in addition to the above forms

_____ New Student Registration Form for Students Not Previously Registered

_____ Physical Examination Form

_____ Emergency Data Card

_____ Probationary Agreement (Grades 1-8)

_____ Release of Records (Grades 1-8)

Please include all necessary documents: Birth Certificate, Baptismal Certificate, Custodial Agreement

_____ Copy of most recent report card (New students only grades 1- 8)

SAINT PETER SCHOOL
TUITION POLICY AND FEES
2011-2012 SCHOOL YEAR

Parishioner and Non-Parishioner Tuition Rate

Saint Peter Parish supports the school by providing funding from the weekly offerings to keep the tuition rate at a lowered amount. To receive the parish member rate for tuition, you must be a registered, supporting member of the parish. If you are not an active member, you will receive the non-parishioner tuition rate. A registered, supporting member of the Parish is defined as an active parishioner registered with the parish who attends Mass and supports the parish through time, talents, and financial support (see financial obligation).

Tuition and fees for Saint Peter Day School may be paid by one of the options outlined below.

Rates include tuition (K-8), \$130 material fee per child (K-8), \$20 computer fee per child (1-8) and \$50 cafeteria fee per family (1-8).

(1) Full payment made on or before August 1, 2011 to the Parish Tuition Office.

	<u>Parishioner</u>	<u>Non-Parishioner</u>		<u>Parishioner</u>	<u>Non-Parishioner</u>
Kindergarten only -	\$2,365	\$3,340	Kindergarten + one -	\$4,875	\$6,850
One Child -	\$2,710	\$3,710	Two Children -	\$5,170	\$7,170
Three Children -	\$7,105	\$10,630	Four Children -	\$7,255	\$10,780

Note: A 4% processing fee will be added to credit card payments.

If you elect option (1) and account is not paid in full by August 1, 2011 you will be charged the rates in option (2).

(2) Full payment is financed with the FACTS Tuition Management Program in ten (10) or less monthly installments beginning July 2011. *This is NOT financial aid see Parish Tuition Assistance on back.*

If you were previously enrolled with FACTS Tuition Management for St. Peter School you will automatically be reenrolled unless you choose a different option.

For families not previously enrolled complete agreement online at:

<https://ecashierk12.factstuition.com/ecashierk12>

Institution ID 15777 Pin# 45424

Or Contact Donna Fiori in Parish Administration for a paper agreement at 233-1503 ext 103.

Please note your account will be debited a \$41 enrollment fee within two weeks of submitting your agreement or being reenrolled in June. Your first payment will be due July 5th or 20th as you designate. On-line access is available for families to check the status of their tuition payments and balances. You will receive a confirmation letter with a validation code which you will need to access their web site (www.FACTSMGT.com).

	<u>Parishioner</u>	<u>Non-Parishioner</u>		<u>Parishioner</u>	<u>Non-Parishioner</u>
<u>10 Payments</u>	<u>MonthlyPayment</u>	<u>MonthlyPayment</u>		<u>MonthlyPayment</u>	<u>MonthlyPayment</u>
Kindergarten only -	\$252	\$356	Kindergarten + one -	\$519	\$730
One Child -	\$289	\$395	Two Children -	\$551	\$764
Three Children -	\$757	\$1,132	Four Children -	\$773	\$1,148

Above rates include interest of 7%.

(3) Full payment is financed through four quarterly payments put on a Credit Card or Debit Card due on July 15, October 15, January 15, and April 15.

	<u>Parishioner</u>	<u>Non-Parishioner</u>		<u>Parishioner</u>	<u>Non-Parishioner</u>
<u>4 Payments</u>	<u>Qtr Payment</u>	<u>Qtr Payment</u>		<u>Qtr Payment</u>	<u>Qtr Payment</u>
Kindergarten only -	\$655	\$925	Kindergarten + one -	\$1,349	\$1,898
One Child -	\$751	\$1027	Two Children -	\$1,432	\$1,986
Three Children -	\$1,968	\$2,939	Four Children -	\$2,010	\$2,985

Above rates include interest of 7% and 4% processing fee for the quarterly payment option.

TUITION POLICY AND FEES CONTINUED

PARISH TUITION ASSISTANCE:

A limited financial assistance fund is provided through the generosity of St. Peter Parish. One of the primary functions of a parish school is to provide, within reason, a Catholic based education for the children of the parish. There are situations, which arise in families, which make the payment of full tuition impossible. At the same time, the value of a Catholic centered education becomes most obvious. In these instances, which are evaluated on an individual basis, tuition assistance may be offered.

In determining tuition assistance, the recommendation made by **FACTS Grant & Aid** will be considered. Consequently, every family requesting tuition assistance **MUST complete and submit the FACTS Grant & Aid application each year**. The Pastor, acting on the recommendation of FACTS Grant & Aid will determine if any tuition assistance will be granted.

If you feel you qualify for assistance you are encouraged to complete the FACTS Grant & Aid application. **The web site to apply for tuition assistance is www.factstuitionaid.com**. If you are unable to apply on-line, please call or stop by the Administration Office for an application. There is a \$20 processing fee and applications are due by April 15, 2011. Families will be informed of eligibility/amount of aid by mid June.

FACTS GRANT & AID DOES NOT PROVIDE THE TUITION ASSISTANCE FUNDS. ALL FUNDS DISTRIBUTED ARE FROM PARISH RESOURCES. PLEASE NOTE THAT NO TUITION AID WILL BE GIVEN WITHOUT A RECOMMENDATION FROM FACTS GRANT & AID. TUITION ASSISTANCE IS ONLY VALID FOR ONE YEAR.

KINDERGARTEN ENRICHMENT PROGRAM:

Provides care before or after the Kindergarten class, compliments, and expands the kindergarten curriculum. Children enrolled in the Enrichment Program receive 50% discount on regular Latchkey fees.

FEE: Material Fee \$50 per child. \$17 per day or \$75 per week.

Statements are mailed bi-weekly for the previous two weeks services. Accounts not current by the statement due date will prevent the child(ren) from being accepted into the program. There is no tuition assistance available for the Kindergarten Enrichment Program.

LATCHKEY PROGRAM:

Before and after school program for St. Peter students that acts as a transition time between the regular school day and home.

FEES: Material fee of \$50 per family. Morning Session \$12 on regular mornings and \$13 on days with 2 hour delay. Afternoon Session \$14 for regular dismissal and \$15 for 2 hour early dismissal. Both Sessions \$18. When school is not in session, the all day latchkey fee is \$27 for the first child and \$24 for each additional child in the family. Summer Session is \$27 per day or \$130 per week.

Statements are mailed bi-weekly for the previous two weeks of service. Accounts not current by the statement due date will prevent the child(ren) from being accepted into the program. There is no tuition assistance available for the Latchkey Program.

REGISTRATION IS NOT COMPLETE AND A CLASS SPACE IS NOT ASSURED UNTIL THE PAYMENT OPTION LETTER AND ALL FINANCIAL DOCUMENTS ARE RECEIVED IN THE TUITION OFFICE.

Regrettably your child(ren) cannot begin the Second Semester unless all financial obligations are current.

Contact Donna Fiori in the tuition office at 233-1503 ext. 103 or dfiori@saintpeterparish.org with questions.

FOR OFFICE USE ONLY

REGISTRATION FEE PAID - Date _____

ID # _____

Ck # _____

Cash _____

Other _____

**ST. PETER SCHOOL
STUDENT ENROLLMENT FORM/TUITION PAYMENT OPTION LETTER
GRADES K-8 REGISTRATION FOR 2011-2012 SCHOOL YEAR**

Return your **\$75.00 Non-Refundable registration fee (\$100.00 after March 4, 2011)** with this form (both sides), and all other registration information completed to the Parish Administration Office by **March 4, 2011.**

INCOMPLETE REGISTRATION FORMS CANNOT BE ACCEPTED.

If your children will not be attending St. Peter School for the 2011-2012 school year, please enter **"NOT RETURNING."**

FATHER/GUARDIAN NAME: _____
(LAST) (FIRST)

SOCIAL SECURITY NUMBER: _____ E-MAIL: _____

ADDRESS: _____

CITY: _____ ZIP: _____

HOME TELEPHONE: _____ WORK: _____ CELL: _____

MOTHER/GUARDIAN NAME: _____
(LAST) (FIRST)

SOCIAL SECURITY NUMBER: _____ E-MAIL: _____

ADDRESS: _____

CITY: _____ ZIP: _____

HOME TELEPHONE: _____ WORK: _____ CELL: _____

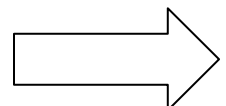
Fill in the first and last name(s) of your children who will be attending St. Peter School during the 2011-2012 school year and the grade level they will be entering.

<u>Student Name</u>	<u>Grade (K-8)</u>	<u>Student Name</u>	<u>Grade (K-8)</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

NOTE: If your registration includes a child who did not attend Saint Peter Day School last year you **MUST** complete the packet for **Students Not Previously Registered.**

Payment option letter must be completed on reverse side for registration to be complete

(OVER)



TUITION PAYMENT OPTION LETTER

Check the appropriate Tuition Plan and Financial Obligation at the bottom, sign and date agreeing to the tuition policy and fees for the option you select below as outlined in the school registration packet.

OPTION # 1

_____ **One-time Payment.** I/We agree to pay, in full tuition, and fees on or before August 1, 2011.

If you elect option (1) and account is not paid in full by August 1, 2011 you will be charged the rates in option (2).

Note: A 4% processing fee will be added to credit card payments.

OPTION # 2

_____ **FACTS Monthly Payment Plan.** I/We agree to finance tuition and fees. Please select how you will be enrolling below.

_____ Automatic Reenrollment (only for families that paid through FACTS last year)

_____ Complete Agreement at <https://ecashierk12.factstuition.com/ecashierk12> Institution ID 15777 Pin# 45424

_____ Request Paper Agreement (Will be mailed to you)

OPTION #3

_____ **Automatic Credit Card/ Debit Plan.** I/We agree to pay tuition and fees in four quarterly installments on **July 15, October 15, January 15, and April 15. Complete information below.**

Name on Credit Card: _____ Expiration Date: _____

Card Number: _____ Last three #'s in signature block _____

PARISHIONER RATE FINANCIAL OBLIGATION

To Saint Peter Parish Finance Committee:

I/We understand, in order to qualify for the Parish Discount portion of St. Peter School tuition, the following **MANDATORY CRITERIA** established by your committee must be met.

- (a) Registered member of Saint Peter Parish prior to March 1, 2011 (Not applicable to those who move into the parish after March 1, 2011).
- (b) Participation in the liturgical life of the parish, i.e. attending Mass.
- (c) Financial support of the parish (Suggested amount is \$10.00 per week).

Please select one of the following options:

[] Will use weekly offertory envelopes for Financial Support to the parish for the 2011/2012 school year.*

[] Charge my Credit Card \$ _____ monthly for Financial Support to the parish for the 2011/2012 school year.*
Name _____ Account _____
Expiration Date _____ Last three #'s in signature block _____

[] Add \$520.00 to my/our tuition account for Financial Support to the parish for the 2011-2012 school year.*

[] NON-PARISHIONER

*A tax credit letter will be issued for the offertory contribution.

Father/Guardian Signature: _____ **Date:** _____

Mother/Guardian Signature: _____ **Date:** _____

Student enrollment form must be completed on reverse side for registration to be complete **(OVER)**

