

SAINT MATTHEW SCHOOL

www.StMatthewMayfair.org 3040 Cottman Avenue Philadelphia, PA 19149 Phone: 215-333-3142

Learning, Loving, and Living in Christ

ADDITIONAL APPLICATION INFORMATION PLEASE COMPLETE:

Child's Name: _____ Grade for September 2020: _____

Country of Birth: _____ City, State of Birth: _____ Language(s) Spoken: _____

Is your child Hispanic (circle one) YES NO

Child's Ethnicity (circle one)

American Indian/Native American Asian Black Multi Racial Native Hawaiian/Pacific Islander White

Father's Name: _____ Father's Religion _____

Country of Birth: _____ City, State of Birth: _____ Language(s) Spoken: _____

Occupation: _____

Mother's Name: _____ Mother's Maiden Name: _____ Mother's Religion: _____

Country of Birth: _____ City, State of Birth: _____ Language(s) Spoken: _____

Occupation: _____

Child lives with (list all)

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Home status (circle one)

Two biological parents One Parent Mother/Stepfather Father/Stepmother Parents separated/divorced

Other: _____

Parental Rights (circle one)

Legal Custody: Joint custody Sole custody

Physical Custody: Joint custody Sole custody (circle): Mother Father Guardian

Tuition Information (circle one)

Is there a court order for tuition? Yes (attached) No

Who is responsible for tuition payments?

Name: _____ Email Address: _____ Phone Number: _____

Certificate of Individual Request for Loan Textbooks

I hereby request the loan of textbooks and instructional materials in accordance with the Pennsylvania School code of 1949 for my child(ren) attending Saint Matthew School in Philadelphia, PA.

Date ____/____/____ Parent / Guardian Signature _____

Tuition Policy

Sending your child to Catholic School is one of the most important decisions you can make regarding your child's education. The Parish community shares the investment you make in Catholic education. The operation of Saint Matthew School is primarily tuition driven; therefore, parental commitments to tuition and fee obligations are crucial to the school's continued operation and vitality. The tuition and fees for Saint Matthew School are examined and determined by the Parish Finance Committee.

Saint Matthew School utilizes the services of the SMART Tuition Program for parent payment plans. All tuition payments are received and processed through this tuition management service.

Tuition Delinquency:

- Tuition payments are due at predetermined deadlines. Any late payments are subject to a late fee.
- Delinquency of 30 days – A reminder will be sent to the family via email asking for payment.
- Delinquency of 60 days – A statement is sent to the family stating that the tuition account is in jeopardy. At this point the child/children will be suspended from any extra-curricular activities, (CYO sports and or school related.). The Finance Committee will be notified of these delinquent accounts.
- Delinquency of 75 days will result in a letter sent to the parents stating the following:

***Students will not be re-admitted to Saint Matthew School beginning January 2021.**

- Failure to be current at the end of the second trimester may result in the child/children not being admitted for the third trimester.
- Transfer of academic information to another school will be withheld until the total tuition payment is received in cash, cashier's check, certified check, or through SMART.
- Failure to pay outstanding fees and tuition from the previous school year will result in the student not being admitted for the next school year.
- July and August payments must be up to date by August 31st or children will not be admitted to school.

We realize that extenuating circumstances could drastically impact a family's ability to pay tuition. In these cases, a special meeting with representatives of the Finance Committee may be requested. Documentation to verify the need for special consideration must be made available to the Finance Committee representatives.

My signature below indicates that I have read and understand this policy.

Enrollment for the 2020-2021 school year is not complete until this Tuition Agreement and registration form are completed and signed by you.

We strongly encourage setting up automatic payments.

Signature of Parents: _____ Date: _____

AGREEMENT FOR ADMISSION

It is our (my) wish that our child (children) attend St. Matthew School. We understand that our (my) child is (are) obligated to attend classes in Religion and fulfill the requirements for this subject and, also, to attend all religious functions offered as part of the school program.

We (I) assume the obligation to pay the specified tuition and school fees and agree to support the philosophy, goals, objectives, and regulations of the school.

Parent Signature: _____ **Date:** _____

MEMORANDUM FOR UNDERSTANDING

Every Catholic school student has a right to be treated as a child of God, with the love and respect that implies, regardless of family circumstances. In the like manner, the believing community has the right to an education guided by Catholic teaching and identity, unimpeded by pressures contrary to Church teaching.

As a parent/guardian of a student in a Catholic school, I understand, affirm, and support the following:

1. The primary purpose of a Catholic school education is two-fold: to strengthen the Catholic community in its faith, and to form students in the teachings of Jesus Christ and the Catholic Church.
2. Catholic schools are distinctive religious education institutions guided by the teachings of the Catholic Church. They are not private schools offering a positive moral code. Rather, they exist to advance the faith mission of the sponsoring Catholic parish(es), Archdiocese, or Catholic community.
3. While Catholic education places a high value on academic excellence and extracurricular achievement, its fundamental priority is fidelity to the Catholic teaching and identity.
4. Attending a Catholic school is privilege, not a right. The school and its administration have the responsibility to ensure that Catholic teaching and moral integrity permeate every facet of the school's life and activity and that the school is able to function as a community of faith.
5. In all questions that involve Catholic teaching, morals, and Church law, the final determination rests with the Archbishop.

Parent Signature: _____ **Date:** _____