



22105 58<sup>th</sup> Avenue West, Mountlake Terrace, WA 98043  
Email: [office@stpx.org](mailto:office@stpx.org) Ph: 425-778-9861

# St. Pius X School Enrollment Checklist

2020-2021 SCHOOL YEAR

***\*Return to St. Pius X School Office by April 30, 2020  
in order to receive \$25 off the Registration Fee***

- \_\_\_\_\_ \*2020-2021 Registration Contract Agreement  
Please return form; subsequently you will be mailed a copy.
  
- \_\_\_\_\_ FACTS Tuition Management System, <https://online.factsmgt.com/signin/4C5JY>  
**Update** your account or **Create** an account in FACTS Tuition Management System.
  
- \_\_\_\_\_ FACTS Fee of \$50 per family per year  
Taken through FACTS Tuition Management System at time of registration.
  
- \_\_\_\_\_ Non-Refundable Registration Fee of \$225 per child in K-8 &  
\$125 per child in Pre-School & Pre-Kindergarten  
Taken through FACTS Tuition Management System.
  
- \_\_\_\_\_ Technology Fee of \$75 per family (PreK thru 8<sup>th</sup> Grade)  
Taken through FACTS Tuition Management System.
  
- \_\_\_\_\_ Create your Virtus Profile & Background Check  
Go to [www.virtusonline.org](http://www.virtusonline.org) and select "Register."
  
- \_\_\_\_\_ \*Major Fundraising Volunteer Form (PreK thru 8<sup>th</sup> Grade)  
Please return form with contract.
  
- \_\_\_\_\_ \*Parent Volunteer Form (PreK thru 8<sup>th</sup> Grade)  
Please return form with contract.
  
- \_\_\_\_\_ Completed Certificate of Immunization  
A completed Certificate on file before the first day of school.



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## REGISTRATION CONTRACT 2020-21

Family Name \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Parent/Guardian #1 First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Email \_\_\_\_\_ Cell Phone \_\_\_\_\_

Parent/Guardian #2 First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Email \_\_\_\_\_ Cell Phone \_\_\_\_\_

Religious Affiliation \_\_\_\_\_

\_\_\_\_\_ St. Pius X or \_\_\_\_\_ St. Elizabeth Ann Seton \_\_\_\_\_ Registered/Contributing \_\_\_\_\_ Out of Parish (*Non-Member*)

**All Tuition and Incidental Fees are paid through FACTS Tuition Management System**

**Pre-School (3 years by August 31<sup>st</sup> and potty trained)**

3 Days <i>T, W &amp; Th - 8:45 – 11:45 AM</i>	TUITION
1 child	\$3,950

**Pre-Kindergarten (4 years by August 31<sup>st</sup>)**

Full Day <i>M-F - 8:45 AM – 3:15 PM</i>	TUITION	Half Day <i>M-F - 8:45 – 11:45 AM</i>	TUITION
1 child	\$7,995	1 child	\$5,495

**Kindergarten – Grade 8 (5 years by August 31<sup>st</sup> in order to start Kindergarten)**

IN PARISH	TUITION	OUT OF PARISH	TUITION
1 child	\$6,550	1 child	\$8,625
2 children	\$9,660	2 children	\$13,050
3 children	\$11,660	3 children	\$17,310
4 children	\$12,850	4 children	\$19,115

We(I) wish to register our(my) child(ren) in the following grades:

Child: \_\_\_\_\_ Grade \_\_\_\_\_

Last Name                      First Name                      Date of Birth

Child: \_\_\_\_\_ Grade \_\_\_\_\_

Last Name                      First Name                      Date of Birth

Child: \_\_\_\_\_ Grade \_\_\_\_\_

Last Name                      First Name                      Date of Birth

**RE-REGISTRATION CRITERIA (all lines to be initialed):**

\_\_\_\_\_ **Existing** families please update personal and banking information in FACTS Tuition Management System, link <https://online.factsmgt.com/signin/4C5JY>

\_\_\_\_\_ **Existing** families an annual, non-refundable registration fee of \$225 (Grades K-8) or \$125 (Grades PS and PK) per student, will be taken through FACTS Tuition Management System in June.

**NEW REGISTRATION CRITERIA (all lines to be initialed):**

\_\_\_\_\_ **New** families are required to open an account in FACTS Tuition Management System, link <https://online.factsmgt.com/signin/4C5JY>.

\_\_\_\_\_ **New** families an annual, non-refundable registration fee of \$225 (Grades K-8) or \$125 (Grades PS and PK) per student is due at the time of registration. These will be taken through FACTS Tuition Management System.

**ADDITIONAL Fees (all applicable lines to be initialed):**

\_\_\_\_\_ **All** Families - A one-time \$50 FACTS fee will be taken with the yearly registration fee through FACTS Tuition Management System in June.

\_\_\_\_\_ **Grades PK – 8** – A Technology Fee of \$75 per family is taken through FACTS Tuition Management System in June.

\_\_\_\_\_ **Grade 8** - Graduation Fee of \$75 is taken through FACTS Tuition Management System in **March**.

**PAYMENT OF TUITION:**

**In parish tuition** – An active, registered Catholic of St. Pius X or St. Elizabeth Ann Seton Parish who is a weekly participant and contributor to the parish.

**Out of parish tuition** – A non-member of the parish.

**LATE FEE:** In the event, tuition is not paid in a timely manner a \$25 late fee will be applied to your account. Accounts with insufficient funds or paid with an NSF check will be charged an additional fee.

**I agree to all terms and conditions contained in the above agreement.**

**Parent or Guardian Signature** \_\_\_\_\_ **Date** \_\_\_\_\_



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## **SERVICE HOURS AND FUNDRAISING REQUIREMENTS CONTRACT**

### **BACK GROUND CHECK**

**VIRTUS/Safe Environment Requirements:** This is a one-time **Archdiocesan mandatory class** that must be taken prior to volunteering with any school related event. If you have already taken this class, you do not need to repeat it.

**Returning families:** please log into your Virtus account by visiting [www.virtusonline.org](http://www.virtusonline.org) check for updates.

**New families:** please create a new account by visiting [www.virtusonline.org](http://www.virtusonline.org) and selecting “Registration”

**SERVICE HOURS OBLIGATION** - Please report your hours at <https://www.stpx.org/log-volunteer-hours>

In addition to tuition and fees:

### **Grades K – 8**

**Two parent families are required to give 40 service hours or more each school year**  
**Single parent families are required to give 20 service hours.**

The volunteer hour requirement is divided into four sections:

**Parent Club meetings** – 3 meetings

**Auction** - 4 hours

**Fundraising** - 13 hours (5 for single parent families)

**General** - 20 hours (8 for single parent families)

### **Pre-Kindergarten**

**Two parent families are required to give 20 service hours or more each school year**  
**Single parent families are required to give 10 service hours.**

The volunteer hour requirement is divided into four sections:

**Parent Club meetings** - 2 meetings

**Auction** - 2 hours

**Fundraising** - 6 hours (2 for single parent families)

**General** - 10 hours (4 for single parent families)

**Pre-School** – None required

**Check appropriate category:** \_\_\_\_\_ Two Parent Family      \_\_\_\_\_ One Parent Family

Parents are responsible for obtaining service opportunities in order to fulfill their required service hours. The final completed report with a listing of service hours is due by **May 1** and payment of unfulfilled hours will be billed at **\$30.00** per hour through FACTS Tuition Management System in **June**.

**FUNDRAISING OBLIGATION**

Tuition is only a portion of the cost to educate your child. To offset this cost, every family with students in grades PreK-8 agrees to support school fundraising activities. The Auction is our largest fundraiser and makes a significant contribution toward keeping tuition at a reasonable rate. The Auction’s success depends on volunteers. This event may be cancelled if there are not sufficient parent volunteers to chair the Auction. **In the event that the Auction is not held, each family will assume the full financial commitment of \$600.**

\_\_\_\_\_ (please initial)

We request that families donate one-third of their service hours to the following school’s Fundraising activities:

- **Jog-A-Thon** - Solicit a minimum of \$75 per family
- **Auction** - Procure or donate a minimum of a \$100 item (with receipt) and billed \$50 cash (total \$150)
- **Auction Participation** – Required participation with **4 hours per family** or pay \$30 per hour (*2 hours for Pre-K*)
- **Raffle** - Student participation by selling 2 books of raffle tickets (25 each book) per child, maximum 4 books per family.
- **SCRIP** - Generate \$250 of profit for the school through the use of SCRIP or donate \$250 to the SCRIP program. Please **check your choice:** \_\_\_\_\_ Purchase of SCRIP to generate \$250 profit OR \_\_\_\_\_ pay \$250

**\*\* All Fundraising Fees, if not solicited or procured, will be billed through FACTS Tuition Management System.**

I agree to support our five major fundraisers. \_\_\_\_\_ (please initial)

**I agree to all terms and conditions contained in the above agreement.**

**Parent or Guardian Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

# Major Fundraising Volunteer Form

Dear Parents,

Tuition is only a portion of the cost to educate your child. To bridge the gap between cost to educate and tuition costs, every family with students in grades Pre-K thru 8 agrees to support school fundraising activities. The auction is our largest fundraiser and makes a significant contribution toward keeping tuition at a reasonable rate. All of our fundraisers depend on volunteers. Families are asked to donate one-third of their service hours to the school's Major Fundraising activities.

Two parent families volunteer the following amount:

**Fundraising:** 13 hours (Pre-K – 6 hours)

**Auction:** 4 hours (Pre-K – 2 hours)

Single parent families volunteer the following amount:

**Fundraising:** 5 hours (Pre-K – 2 hours)

**Auction:** 4 hours (Pre-K – 2 hours)

It is each family's responsibility to seek out volunteer opportunities in each of the above categories in order to fulfill the volunteer requirement in the school. If requirements in the above categories are not met, a **\$30 per hour per category fee** will be assessed at the end of May and billed via FACTS management system.

Volunteer hours are recorded on the volunteer report form located on the inside cover of your Blue Family Folder. Please review this form and check all activities that interest you.

## MAJOR FUNDRAISERS

### **Annual Fund Dinner**

- Chair/Co-Chair
- Invitations
- Set Up
- Decorations
- PowerPoint/Video Presentation
- Meal Preparation
- Servers
- Tear Down and Clean Up
- Thank You Letters
- A/V

### **Auction**

- Chair/Co-Chair
- Procurement
- Invitations
- Thank You Letters
- Class Auction Reps
- Data Entry
- Advertising/PR
- Catalog Production
- Bidder Packets
- Volunteer/Student Coordinator

- Transport Items
- Set Up
- Decorations
- Meal Preparation
- Servers
- Tear Down and Clean Up
- PowerPoint/Video Presentation
- Silent/Live Set-Up
- Dessert Dash
- Check-In/Registration
- Silent Auction Runner
- Recorder
- Live Auction Runner
- Banking/Check-out
- Unload

### **Other**

- Book Fair**
- Jogathon**
- School Raffle**
- Sell Scrip after Masses**
- Sunday Breakfasts**

Parent Names \_\_\_\_\_

Phone # \_\_\_\_\_ Email: \_\_\_\_\_