

January 2018

Dear Parents/Guardians,

St. Joseph School registration is underway. At this time, we are requesting each family to complete the registration form so that the office knows your child's intended school for the 2018-2019 school year. This year all of our forms are online and can be accessed on our school website at <https://sjspenfield.com/registration>.

The REGISTRATION FORM must be used to re-register students who are presently enrolled in Pre-School through Grade Five. Present sixth grade students who have siblings at St. Joseph School should include their name and school destination on the registration form. Students who intend to register elsewhere for the 2018-2019 school year should contact the Jr. High School of choice for registration forms.

Please notice that on the REGISTRATION FORM you must enter the tuition amount as indicated on the tuition rates schedule. All tuition payments will be processed by Facts Tuition Management. ALL families are required to set up an account with them. A separate page has instructions on how to set up an account. Families with existing accounts will not need to re-enroll, just update the payment option and payment method. Current families adding a new student(s) need to add them to their account. This year the family \$150.00 re-registration fee will be automatically applied to your Facts Tuition account on July 1, 2018.

TRANSPORTATION FORM

All parents must request transportation each year **NO LATER THAN APRIL 1**. The only transportation forms that must be returned to our school office are for the Rochester City and Fairport districts. You may get your Fairport transportation forms on line: www.fairport.org. Be sure to print a form for the '18-'19 school year, not the present year, which is also offered. Most other district residents are receiving the forms directly from their district. If necessary, you will be able to get them on line as well. Please note that those families must return the forms directly to their transportation office. Do not send them back to the St. Joseph School office. Please complete your registration form as soon as possible. If you have any questions, please do not hesitate to call me at 585-586-6968.

God bless each and every one of you!

Mrs. Amy Johnson, Principal

