



SAINT MARY'S  
IMMACULATE CONCEPTION PARISH

406 Jefferson Street • West Bend, WI 53090 • 262-338-5600 • [www.stmaryparishwb.org](http://www.stmaryparishwb.org)

## Catholic Education Incentive Information Sheet

Updated 4/7/2021

### **General Catholic Education Incentive Eligibility and Information**

- Any family who is a registered member of Saint Mary's Immaculate Conception Parish in West Bend may benefit from our financial incentive program encouraging their own children to attend an area Catholic School of their choice.
- The incentive applies only to the tuition, book/supply fees, technology fees and registration fees for the area school that a family chooses; any additional fees (example: athletic fees, uniform fees etc.) are excluded.
- To qualify, the family (or one parent) must have officially joined the parish, with their name and the names of their children (of whom they must have some degree of legal custody) on file in the parish office before the beginning date of the academic year of the school in question.
- The parents of the child must present the parish office with a Request for Tuition Incentive form with an attached copy of the School's tuition statement or some proof of their enrollment in a Catholic School.
- The Catholic School is to be accredited by, and located within, the Archdiocese of Milwaukee.
- The incentive applies to children in grades K3-8 enrolled in a Catholic School (excludes K3-K4 Catholic School related day care).

### **Saint Mary's Former School Family Special Eligibility Information**

- Any family enrolled in Saint Mary's Parish School on January 1<sup>st</sup>, 2016, may also receive the same incentive for the duration of their youngest child's education (through grade 8) even if they are not a member of Saint Mary's Immaculate Conception Parish.
- If any of the same Saint Mary's Parish School families (enrolled on January 1, 2016), parish members and non-members, finished the 2015-16 School year with an unpaid tuition balance, they endanger their ability to receive the general parish Catholic Education incentive.

### **Annual Regulation of the Incentives and Additional Catholic Education Support from Saint Mary's Immaculate Conception Parish**

- The amounts and availability of the financial assistance in the Catholic Education Incentive may be adjusted annually by the Saint Mary's Immaculate Conception Finance Council based on the overall financial health of the parish or of available special revenues (fundraisers, etc.), with the goal of maintaining minimal fluctuations in the amounts.

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- Saint Mary's Immaculate Conception Parish will also be providing a direct parish-to-parish subsidy, on a per-child basis, to the parishes that have our registered families enrolled in their school.
- The pastor of the parish, or the Director of Administrative Services, reserves the right to modify these conditions of eligibility for the incentive on a case by case basis.

**How the Incentives Are Disbursed**

- Individual Families are to explore neighboring Catholic Schools on their own and enroll through whatever means those schools have established. They are to pay the initial registration fee in its entirety if applicable.
- Families are then required to submit proof of enrollment (copy of tuition statement) in an area Catholic school to the Saint Mary's Immaculate Conception parish office, along with the Request for Tuition Incentive form.
- Saint Mary's Immaculate Conception Parish will pay the receiving school directly (no later than September 30<sup>th</sup> of the same school year) based upon the tuition amounts on the tuition statement and current annual incentive percentage.
- The family is responsible for paying the remainder of the costs to the receiving school directly on any schedule that the school and family agree to.
- If a child discontinues his or her time in the receiving school prior to the regular end of the academic year, and the receiving school offers any refund on tuition amounts paid, Saint Mary's Immaculate Conception Parish is to receive a portion of that refund on a percentage and pro-rated basis.

**Incentive Amounts for the School Year: (updated annually)**

- The Saint Mary's Immaculate Conception Catholic Education Incentive was set at 23% of the total tuition/fees bill per parish family for the 2021-2022 School Year. The rate for the upcoming year will be set by Finance Council on or before August 1<sup>st</sup>.

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