

# St. Mary Catholic School



March 4, 2021

Dear Prospective St. Mary Family,

We are so excited that you are considering enrolling your child(ren) at St. Mary Catholic School. Our school offers a place where children can grow spiritually, academically, and socially in a loving and challenging environment, where they feel cared for and can grow in confidence. We know that each of our students are equipped with God given gifts, and it is our duty to provide opportunities for them to discover their potential. We look forward to partnering with you for the 2021-2022 school year. Enclosed in this letter, you will find registration and tuition information for the 2021-2022 school year.

**Registration:** The registration fee per family will be \$300.00.

- Included in this registration fee is a FACTS Administrative Fee. This fee **MUST** be paid in order to set up a FACTS account, and ALL families are required to have a FACTS account set up. We will send information on how to set this up once your child(ren) are enrolled.

**Fees:** Fees are required to be paid in full either before school begins or before participating in a particular activity requiring fees. All fees are non-refundable. *(Form is enclosed with this letter)*

- **PTO Fee** (*per family*), **Festival Fee** (*per student*), **Novel Fee** (*per student in 4<sup>th</sup>-8<sup>th</sup> grade*), and **School Supply Fee** (*per student-- if you want the school to purchase supplies for you*) **MUST** be paid prior to the first day of school.
- **After School Registration** (*per family*), **Student Council Fee** (*per student participating*), and **Athletic Fee** (*per student participating*) **MUST** be paid in full prior to participating in the activity.
- **Curriculum Fee**—There are two options for curriculum payments.
  - You can pay in full before the first day of school.
  - You can pay half before the first day of school—AND—half before the beginning of the second semester.

**Payments:** All families will be required to set up their own FACTS account from a link the school will provide. This will require you to input your account information for automatic monthly withdrawal. Payment options will be limited to the following:

- **Option 1**—Lump sum tuition—1 payment. Due prior to August 1<sup>st</sup>.
- **Option 2**—Lump sum tuition—2 payments. ½ due prior to August 1<sup>st</sup>. ½ due prior to December 1<sup>st</sup>.
- **Option 3**—FACTS monthly automatic withdrawal system online. Tuition payments are paid **July through April**. All payments must be paid on the 1<sup>st</sup> or the 15<sup>th</sup> of the month. No other dates are available. Tuition payments must be paid through FACTS Tuition Management Program. Enrollment in the FACTS program is the parent's responsibility. The bank account must remain valid for the entire school year. If an account must be changed during the year, it is the parent's responsibility to notify and make the change with FACTS. Enrollment in FACTS must be done prior to June 15<sup>th</sup>.

**Scholarships and Financial Aid:** At St. Mary Catholic School, ALL students are given a discount through our Affordable-Family Tuition Rates. We are also able to offer a limited amount of additional tuition assistance to qualifying families. Please know that scholarships and financial aid are not guaranteed, and families **must reapply every year**. In order to be considered for additional tuition assistance, the following obligations are required:

- A copy of your 2020 tax return as filed with the IRS (W2's, Form 1040 and all schedules)
  - If an income tax extension is filed for 2020, then your 2019 income tax return as filed with the IRS—with a copy of the extension request—will need to be provided, pending your 2020 tax return.
- Divorce Decree (child support, separate maintenance) and/or State Attorney child support documentation, if applicable.
- Social Security Statements, if applicable.
- Scholarship Applications (with tax information attached) must be filled out and turned in to the office with your registration packet.
- ***Any family, upon receipt of a scholarship, will be required to volunteer at the school and participate in school fund raisers.***

**New Student Affordable-Family Tuition Rates:**

- Attached to this letter is our Affordable-Family Tuition Rate Schedule.

Thanks,

Katie Sanders  
Principal

**Enclosed with this packet, you will find the following:**

- **2021-2022 New Student Enrollment Forms (each child must have a form on file)**
- **2021-2022 Fee Schedule**
- **2021-2022 Affordable Family Tuition Rate Schedule**
  - Please fill out and return to the school with the appropriate tax forms (if you want to be considered for any category lower than category 6)
- **Scholarship Application Forms**
  - Please fill this out and return to the school with the appropriate tax forms.

\*\*If anything in here does not make sense, or you need clarification on, please set up a call or meeting with Mrs. Sanders to help you answer any questions you may have.