

St. Edmund Catholic School Registration

High School: 337-457-2592 • Elementary: 337-457-5988
Administration/Bookkeeping: 337-457-3777 • Fax: 337-457-3779
www.stedmund.com



Students Presently Enrolled and Brothers and Sisters Entering: Beginning March 12, 2018.
Registration packets **MUST BE RETURNED BY MARCH 29th TO BE ABLE TO PAY DISCOUNTED REGISTRATION FEE.**

New Students in Pre-K through 12th Grade: Week of March 19, 2018

Parents or guardians of children entering St. Edmund School must come to the School Administration office between the hours of 8:00 a.m. and 2:00 p.m. on the dates specified below. Immunization Card for school registration, Certified Birth Certificate, Baptismal Certificate and Social Security Card must be presented at the time of registration.

Registration Policy

St. Edmund is a Catholic school affiliated with St. Anthony of Padua Roman Catholic Church Parish in Eunice, Louisiana. It is approved by the State of Louisiana and accredited by the Southern Association of Colleges and Schools. The admission of students into St. Edmund School is based on the following policy of non-discrimination and issued by the Diocese of Lafayette, the Diocesan School Board, and the Diocesan Department of Education:

St. Edmund School accepts student applications for admission to any grade regardless of race, creed or national origin. There is no discrimination in the administration of educational policies, of scholarship programs, or of athletic and extra-curricular programs.

Registration Notes

Children returning to St. Edmund are considered registered students for the next school year upon receipt of all required paperwork. **All tuition payments through February 2018 must be paid in full before registration for the year 2018-2019 will be accepted.**

New families applying to St. Edmund are required to produce the necessary documentation and pay the fees outlined in this form. **Note: REGISTRATION FEES ARE NONREFUNDABLE.**

Age Requirement

Students entering Pre-kindergarten must be 4-years of age on or before September 30, 2018. Students entering Kindergarten must be 5-years of age on or before September 30, 2018. Students entering first grade must be 6-years of age on or before September 30, 2018.

Tuition Draft Plan

St. Edmund utilizes a tuition draft program. Families may pay tuition in any of the following ways:

- ✓ Pay tuition **IN FULL by JUNE** (Receive a **3% discount** off tuition for advance payment)
- ✓ Pay the tuition in monthly installments by bank draft; **DRAFTS ARE JUNE - MAY.**

You *must* make your payments by bank draft, or otherwise pay for year in advance. Families are required to contact the school if at any time they are unable to make a payment due to an extraordinary circumstance.

Family Organizations Fee \$25 per family	This fee is collected on behalf of PTC/Academic Booster, and Athletic Booster clubs. PTC/Academic Booster, \$15 per family, and Athletic Booster, \$10 per family (contributes to student insurance which is paid by Athletic Boosters) <u>This fee is due at registration as a post-dated check for June 1.</u>
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2018-2019 REGISTRATION

Tuition

Elementary (Pre-K)	\$440 per month for 12 months
Elementary (K-5)	\$348 per month for 12 months
Middle/High School (6-12)	\$440 per month for 12 months

A Multi-Child Discount Plan: 12% discount for second child, 15% for third child, 19% for fourth child, 22% for fifth child, 25% for sixth child and 29% for seventh child, for students K-12. Families with 8 or more children will pay registration and fees, but NO tuition for the 8th and above children. ***Pre-K is not included in the discount plan.***

Tuition Assistance

Families with financial needs, whose children are registered, may apply for tuition assistance online at FACTS.

Fees & Commitments

Registration Fee <i>\$100/student pre-register</i> <i>\$150/student registration</i>	The pre-registration period is Mar 12-March 29, 2018 <u>This fee is due at registration and is NONREFUNDABLE.</u>
Diocesan Tax <i>\$24 per child</i>	The Diocese of Lafayette assesses this school \$24 per year for each child registered to help cover the costs of maintaining the Office of Catholic Schools which oversees all the Catholic schools in the Diocese. <u>This fee is due at registration.</u>
Out of Parish/ Non-Catholic Fee <i>\$150 per child, up to 3 unless subsidized by church parish</i>	Most local Catholic churches have made arrangements with this school to pay this fee for their parishioners who support their church monetarily on a regular basis. A form is provided on the back of this registration form to be signed by the pastor agreeing to pay the church subsidy. If you do not qualify for a church subsidy payment for whatever reason or you choose not to ask your church for this support, this fee <u>becomes your responsibility</u> at registration.
Technology Fee <i>\$100 per child</i>	The cost of technology (even with grants) is very prohibitive. A fee of \$100.00 is assessed for each student to cover the cost of software, software licensing, software support, hardware such as computers, monitors, scanners, printers, other peripherals, the repair or replacement of hardware, and supplies such as inkjet cartridges, diskettes, etc. <u>This fee is due at registration time as a post-dated check dated June 1.</u>
Building & Maintenance Fee <i>\$150 per family per year</i>	The monies collected from this fee are used to maintain our buildings and grounds. The costs of maintenance have climbed steadily and rapidly over the years. To keep current with the rising cost, the school must assess each family with a \$150 fee. <u>This fee is due at registration time as a post-dated check dated June 1.</u>
Book & Activity Fees: <i>Pre-K-12: \$190</i>	The Book/Activity Fee covers many different areas depending on the individual grade, but the majority of the fee pays for the religion books each year. This fee also funds workbooks, copy paper, testing materials, standardized testing, lab supplies, classroom supplies, etc. <u>This fee is due at registration time as a post dated check dated June 1.</u>
Capital Campaign Fee <i>\$50per family per month</i>	The Capital Campaign Fee is dedicated to payment of debt incurred to construct the new multi-purpose facility which includes seven additional classrooms and a new gymnasium. The fee is to be applied to each family and will last over the life of the loan. <u>This fee will begin June 1 and added to your monthly tuition fee.</u> (Previous Donors may be exempt, please consult the Development Office for more information.)
Service Work Hours <i>2 hrs/child Spring Fair</i> <i>10 hrs/family service</i>	In addition to mandatory Spring Fair hours, families are required to work service hours during school year to total 10 service hours. \$25/hr assessed otherwise. Must be approved/signed by sponsor/ administrator turned in before students begin final exams and/or final grades are posted. Spring Fair assess \$50/hr/child non-worked.
Tuition Draft Fee <i>\$45/Yr</i>	Fee drafted once per year for drafting services, through FACTS Tuit Mgmt.

Tuition/Fees Worksheet 2018-2019 REGISTRATION

FAMILY INFORMATION	REGISTRATION FEES
PARENT NAME	REGISTRATION FEE \$ _____ \$100/student pre-reg OR \$150/ student registration
ADDRESS	DIOCESAN TAX \$ _____ (\$24 per Student)
CITY, STATE, ZIP	OUT OF PARISH/NON CATHOLIC \$ _____ (\$150/child without signed agreement from pastor)
PHONE	TOTAL FEES DUE NOW: \$ _____
CHURCH PARISH	=====
CHILDREN:	POSTDATED FEES (Postdated for June 1, 2018)
NAME/GRADE _____	Family Maint. Fee \$ <u>150.00</u>
NAME/GRADE _____	Family Organizations Fee \$ <u>25.00</u>
NAME/GRADE _____	Book/Activity Fees:
NAME/GRADE _____	No. of children Pre-K-12 ____ x \$190 = \$ _____
NAME/GRADE _____	Technology Fees:
NAME/GRADE _____	No. of children _____ x \$ 100 = \$ _____
NAME/GRADE _____	TOTAL POSTDATED AMOUNT: \$ _____
E-MAIL ADDRESS:	Postdated Check Number: # _____
	=====
	IF YOU CHOOSE DRAFT TUITION
	Your Monthly Payment will be: \$ _____
	JUNE – MAY (12-month draft)
	=====
	IF YOU CHOOSE TO PAY FOR YEAR
	Your Payment will be: BY JUNE 2018 \$ _____
	<i>Inc 3 % disc off tuition ONLY. Also includes Book Fees, Maintenance Fee and Technology Fees. Does not include Diocesan Tax, Parish Subsidy, Registration Fee</i>

CHECKLIST OF NECESSARY ACCOMPANYING DOCUMENTS FOR <u>ALL</u> FAMILIES REGISTERING	CHECKLIST OF NECESSARY ACCOMPANYING DOCUMENTS FOR <u>NEW</u> FAMILIES REGISTERING
<input type="checkbox"/> This billing form and any fees due now <input type="checkbox"/> Postdated check for June Fees <input type="checkbox"/> Signed Parish Registration Certificate (<i>on back</i>) from church parish ~or~ payment of fee <input type="checkbox"/> Signed receipt of student handbook and acknowledgment of drug policy (<i>on back</i>) <input type="checkbox"/> New Draft Auth if bank acct changed	<input type="checkbox"/> Personal information form <input type="checkbox"/> Copy of birth certificate <input type="checkbox"/> Copy of baptismal certificate <input type="checkbox"/> Copy of social security card <input type="checkbox"/> Shot record

Thank you for choosing St. Edmund Catholic School for your child/ren's educational and spiritual needs. We request that all necessary forms and payments be returned to the school promptly. We also ask that all tuition payments be made regularly and on time during the coming school year. Please read the handbook carefully as it contains important information on delinquent payment policy, dress code, curriculum, etc.

2018-2019 REGISTRATION

Student Handbook Agreement/Receipt (to be completed by Student & Parent)

PLEASE DOWNLOAD STUDENT HANDBOOK(S) FROM: www.stedmund.com.

Please initial each of these policies to acknowledge that you have read and understand each of them.

Consent to Photograph _____
Drug Testing _____

Technology/Internet Acceptable Use _____
Plagiarism _____

I have read and understand the contents of the student handbook. I agree to abide by ALL policies, requirements and rules stated in the handbook.

STUDENT'S SIGNATURE / DATE

PARENT/GUARDIAN'S SIGNATURE & DATE

STUDENT'S SIGNATURE / DATE

Parish Registration Certificate

The following family has applied for admissions to St. Edmund Catholic School:

Parents Name: LAST FIRST MIDDLE NICKNAME

Mailing Address: STREET CITY STATE ZIP

Phone: HOME WORK

FATHER/GUARDIAN'S RELIGION MOTHER/GUARDIAN'S RELIGION

Children: NAME GRADE APPLYING FOR

NAME GRADE APPLYING FOR

NAME GRADE APPLYING FOR

{ Do not ask your pastor to pay your subsidy unless you use the donation envelopes and are thus a verifiable giver to your parish. This will eliminate unpleasant situations. Thanks for your cooperation. }

FOR PASTORS

Please check one:

- _____ We will pay the parish subsidy of **\$150.00** per student to support Catholic education.
- _____ We will pay a partial amount of the subsidy, \$_____ per student to help support Catholic education with the understanding that the balance becomes the responsibility of the parent.
- _____ We will not pay the subsidy for this family at this time with the understanding that this fee becomes the responsibility of the parent.

PASTOR'S SIGNATURE & CHURCH SEAL

PASTOR'S SIGNATURE DATE

CHURCH PARISH

CHURCH SEAL

**Note to Pastors: Your church will be billed upon completion of registration. A listing of families will be attached.*