

Our Lady's School
2011 – 2012
Registration Application for ***New Families***

Registration Fees are not refundable. You child/children will not be considered registered unless all the required documents are submitted at the time of registration. The registration fees are as follows:

\$175.00 for the first student

\$160.00 for each additional student

After June 30, 2011 the fees increase to:

\$185.00 for the first student

\$170.00 for each additional student

The registration fee includes book fees, insurance coverage, technological upkeep, a Diocesan documentation fee and the PTG membership fee.

The following documents must be provided along with you registration application:

- 1. Birth Certificate**
- 2. Updated Immunization Record****
3. Most recent report card (Grades 1st thru 7th only)
4. Baptism Certificate

****Other Requirements:**

Proof of immunization for varicella (chicken pox) for students entering Kindergarten Readiness and Kindergarten. Students entering Kindergarten or First Grade must also provide a current *Green HealthCheck-up for School Entry Form*. Students entering the Seventh grade must provide proof of an MMR and Tdap booster shot Booster shot and 3 Hepatitis B immunizations at the time of registration.

Additional Estimated Fees:

Student Supply Fees: The amount is set by each teacher and is payable in cash directly to the teacher during the first week of school.

Second Grade students: \$20.00 fee for First Reconciliation and First Communion

Sixth Grade students: \$250.00 Camp Fee

Eighth Grade students: \$150.00 Graduation Fee

Set Fees: FACTS Tuition Management per Agreement fee of \$38.00

Returned Check Fee \$35.00

Transaction Fee of \$1.00 per credit/debit card transaction

All Tuition and Fees are payable with Credit/debit Cards if this option is better suited for you.

Family Information

1

Family's Last Name: _____

Address: _____

City: _____ Zip Code: _____ Home # _____

Mailing Address (If different)

Email Address _____

Mother's Name: _____

Occupation: _____ Social Security # _____ - _____ - _____

Cellular Number: _____ Work # _____

Religion: Catholic _____ Other: _____

Father's Name: _____

Occupation: _____ Social Security #: _____ - _____ - _____

Cellular Number: _____ Work Number: _____

Religion: Catholic _____ Other: _____

Family Status: Single Parent: _____ Two Parents: _____

Married: _____ Single: _____ Divorced: _____ Separated: _____

Name of Parish where you are registered: _____

Envelope Number: _____

<u>Student Name (s)</u>	<u>Age</u>	<u>Grade in Sept. 2011</u>	<u>New</u>	<u>Returning</u>
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Name of the family that referred you to Our Lady's School:

2011 – 2012 Tuition

The President, Principal, Pastors and Tuition Committee establish the Tuition rates. Every effort is made to keep the cost as low as possible. This year we will continue to use FACTS Tuition Management Service. You have the option to pay for the entire year's tuition directly to the school at the beginning of the school year. The other options are through the FACTS automatic service on a 10, 11, or 12-month plan. Credit/Debit cards will also be accepted for Tuition and Fees. The 2011-2012 Tuition rates are as follows:

Kindergarten through Eighth Grade

<u>Number of Students:</u>	<u>Parishioner</u>	<u>Non-Catholic</u>
1 Student	\$3,500.00	\$3,940.00
2 Students	\$5,365.00	\$6,285.00
3 Students	\$6,820.00	\$7,820.00
4 Students	\$7,975.00	\$9,340.00
5 Students	\$8,715.00	\$10,820.00

Kindergarten Readiness

Full Day	\$4,300.00 (8:00 a.m. to 2:45 p.m. / Monday-Friday)
Half Day	\$3,560.00 (8:00 a.m. to 11:30 a.m. / Monday – Friday)

Tuition Status: Parishioner: _____ Non-Catholic: _____

Tuition will be charged based on you status within the parish. If you are registered at a Catholic Church, contributing via envelopes and attending at 75% of Sunday Masses, you will qualify for the parishioner tuition rate.

Tuition Payment Agreements: _____

All Tuition must be paid in full by June 30, 2012.

1. _____ I / we agree to pay the yearly tuition amount of \$ _____ in one payment directly to Our Lady's School.

2. _____ FACTS Tuition Management Service (\$38.00 Fee per agreement)
 - a. 12-month plan begins July 5th or 20th Amt. of each payment \$ _____
 - b. 11-month plan begins Aug. 5th or 20th Amt. of each payment \$ _____
 - c. 10-month plan begins Sept. 5th or 20th Amt. of each payment \$ _____

Signature

Date

Annual Fund Raising

The continued affordability of the Tuition at Our Lady's School is dependent upon fund raising by those supportive of the school. Tuition does not cover the full operational cost of each child's education. Each family is expected to commit to the fundraising outlined below:

Mandatory Fundraisers

October: Every year the parish of Our Lady of Guadalupe Church sponsors a bazaar that helps support Our Lady's School. Students receive two raffle ticket books for the bazaar that must be sold. You are asked to support this fundraiser by selling the tickets, working and attending the bazaar as well.

Winter: The "**Big Deal**" draw down raffle is the major fundraiser for our school each year. Families are required to buy or sell tickets for the raffle. The cost of each ticket is **\$100.00**.

***Families with one student in school must buy or sell one (1) ticket.
Families with two or more students in school must buy or sell two (2) tickets.***

Paying the price of the ticket (s) is required for all families. Only 300 numbers are available for the "**Big Deal**" raffle. This means that tickets are not guaranteed to all families unless they purchase them early. The first deadline is in January 2012. After the first deadline, the ticket sales are open to the public. The second deadline is in February. After the final deadline, a late fee will be charged. If you do not purchase or sell your ticket (s) before all 300 numbers are sold, you will still be responsible to pay the price of the ticket (s). Waiting until all the numbers are sold does not relieve you of this responsibility.

Spring - Walk-A-Thon: Each student will be required to raise \$50.00 for this event. Failure to do so will generate a charge to your school account.

Optional Fund Raising

There may be additional fund raisers during the year, such as collecting funds for the Missions, Holy Childhood Association "Free Dress Days", Student Council, Sports programs, Cheerleading and events sponsored by individual grades. Participation in these is optional.

Signature

Date

Service Hours

The Catholic education your child receives is a privilege and a blessing. This blessing requires sacrifice and responsibility on the part of the parents. It is through the participation of the parents that we can continue to improve the quality of our children's education. Involvement cuts the cost of our children's education. It is a requirement that volunteer hours be given to the school in order to keep the tuition down and to meet the budget.

Service Hour Program Requirements:

Two Parent Families: 13 hours per semester / 26 hours per year

One Parent Families: 10 hours per semester / 20 hours per year

Families should establish their status at the time of registration or at the beginning of the school year. You will receive a sheet at the beginning of the school year for your use in recording your service hours. In order to receive credit for hours worked, you must turn in your completed form at the end of the first semester and then at the end of the school year. Service hours are mandatory and failure to complete them will effect future enrollment at Our Lady's School.

I /We understand that Service hours are a requirement associated with registration at Our Lady's School. We understand this obligation and accept this commitment.

Family Status: _____ **One Parent Family** _____ **Two Parent Family**
(10 per semester / 20 per year) (13 per semester / 26 per year)

Signature

Date

Policy Agreement

I / We, the undersigned do hereby agree to comply with the educational policies of the Diocese of San Diego and Our Lady's School.

Christian values:

Recognizing the responsibility of parents as the primary educators of their children and acknowledging the importance of Christian values by work and example. We as parents agree:

To strive to maintain a Catholic atmosphere in our home, especially by means of regular family prayer and attendance at Sunday Mass.

To work closely with the Teachers and Staff to derive the maximum benefit from our association with Our Lady's School.

To abide by the philosophy, policies, and regulations of Our Lady's School and the Diocese of San Diego.

To meet our financial obligations and volunteer service responsibilities to the school in a prompt manner.

Supportive Policy:

I / We, pledge to make every effort to cooperate and support the Administration, Faculty, Staff and general policies set forth by Our Lady's School. I / We recognize that positive and open communication between home and school is in the best interest of the school community and is vital in creating a healthy environment conducive to good education.

Signature

Date

Emergency Release

In the event of an emergency, I / We give permission to the Principal and / or the Principal's delegate to authorize emergency treatment for my child / children. I understand that I will be financially responsible for any medical treatment that may be necessary for the welfare of my child / children.

I / We understand that if additional children are accepted, a new agreement will be required. I / We further agree to the non transfer of student records upon verifiable proof of non-payment of tuition or fees. I / We understand that such rights as may be conferred upon me by the Family Educational Rights and Privacy Act and the Education Code of the State of California are hereby surrendered.

I / We have read this agreement thoroughly and filled it in completely and do agree to comply with the expectations set forth.

Signature

Date

New Student Information

Student's Last Name _____ Boy _____ Girl _____

Student's First Name: _____ Middle Name: _____

Date of Birth: ____/____/____ Place of Birth: _____
City State

Baptism: ____/____/____ _____
Date Church City

First Reconciliation: ____/____/____ _____
Date Church City

First Communion: ____/____/____ _____
Date Church City

Please check here if your child needs to receive any of the Sacraments above? _____

Citizenship: _____ Religion: _____ Ethnic Origin: _____

School closest to your home: _____

Name of previous school: _____

Address of school: _____

City: _____ State: _____ Zip Code: _____

Doctor: _____ Phone: _____

Hospital: _____ Phone: _____