



Our Lady's School

2018 – 2019

Registration Application for **New Families**

Enrollment is considered complete when all documents are submitted and fees are paid.

The non-refundable registration fee is **\$225.00 per student**.

The registration fee includes book fee, insurance coverage, technological upkeep, and the PTG membership fee.

The following documents are required to be submitted with this application:

1. Birth Certificate
2. Updated Immunization Record
3. Most recent report card (Grades 1st thru 7th only)
4. Baptism Certificate
5. Green Health Check–up for School Entry Form (For grades: Transitional Kindergarten, Kindergarten and First)
6. Smart Tuition Enrollment Form

Other Requirements:

Proof of immunization for varicella (chicken pox) for Transitional Kindergarten and Kindergarten. Students entering seventh grade must have proof of an MMR, Tdap booster shot and Hepatitis B.

Set Fees: Annual Smart Tuition Fee: \$50.00
Returned Check Fee: \$35.00

Additional Estimated Fees:

Second Grade students: \$20.00 Fee for First Holy Communion

Sixth Grade students: \$300.00 for sixth grade camp. Payable in installments.

Eighth Grade students: \$300.00 for 8th grade activities and graduation. Payable in instalments.

Family Information 2018-2019

Family's Last Name: _____

Address: _____

City: _____ State _____ Zip Code: _____

Home Phone Number: _____

Mother's Name: _____

Occupation: _____ Social Security # _____ - _____ - _____

Cellular #: _____ Work # _____

Mother's Email address (please print): _____

Religion: Catholic _____ Other: _____

Father's Name: _____

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

Cellular #: _____ Work #: _____

Father's Email Address (please print): _____

Religion: Catholic _____ Other: _____

Family Status: Single Parent: _____ Two Parents: _____

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

Name of Parish where you are registered: _____

Envelope Number: _____ Please attach Parish Registration Form

Student Name (s) Age Grade in Sept. 2014 New Returning

1. _____

2. _____

3. _____

4. _____

5. _____

**Name of the family that referred you to Our Lady's School:*

Tuition
2018 - 2019

The 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 Smart Tuition. 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 Smart Tuition service on a 10 or 11 month plan. The 2018-2019 Tuition rates are as follows:

Transitional Kindergarten through Eighth Grade

<u>No. Of Students:</u>	<u>Parishioner</u>	<u>Non-Parishioner</u>
1	\$ 4,210.00	\$ 5,250.00
2	\$ 6,740.00	\$ 8,375.00
3	\$ 8,630.00	\$ 10,425.00

Tuition Status: Catholic: _____ Non- Catholic: _____

All families registered must be up to date on their tuition accounts. Registration will not be accepted from families that are not current on this year's tuition payments. It is important that you fulfill your tuition agreement. All registrations must include a voided check so that you will be enrolled in the ACH tuition deduction (Checking or Savings).

Tuition Payment Agreements:

All Tuition must be paid in full by May 30, 2019.

1. _____ I / we agree to pay the yearly tuition amount of \$ _____ in one payment directly to Our Lady's School.
2. _____ Smart Tuition (\$50.00 Yearly Fee per agreement)
10 months start in August 2018, 11 months start in July, 2018
Choice of payment dates: 5th, 10th or 20th of the month

Amount of each payment \$ _____

Signature

Date

Signature

Date

Annual Fund Raising **2018-2019**

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

Fall- 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 Smart Tuition account.

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**.

Each family will be required to purchase (1) ticket per child enrolled.

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 2019. After the first deadline, the ticket sales are open to the public. The second deadline is in February 2019. 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 charged through Smart Tuition. Waiting until all the numbers are sold does not relieve you of this responsibility.

May Cruise/Art Show Raffle: We will be raffling off a Cruise for 2 to a not-yet determined location. Each ticket will be \$10. **Each family will be required to purchase five tickets per student enrolled.** The winner will be given the option of taking the cruise for 2 or a cash prize of \$5,000. Failure to purchase the tickets will lead of a charge to your Smart Tuition account.

Optional Fund Raising

There may be additional fund raisers during the year, such as collecting funds for the Missions, Missionary Childhood Association "Free Dress Days", and Student Council, Sports programs, Our Lady of Guadalupe Fall Fiesta, Our Lady of Angels May Fiesta and events sponsored by individual grades.

Signature

Date

Service Hours
2018-2019

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: 15 hours per semester / 30 hours per year

One Parent Families: 12 hours per semester / 24 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**
(12 per semester / 24 per year) (15 per semester / 30 per year)

Signature

Date

Policy Agreement
2018 - 2019

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.

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
2018 - 2019

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

Our Lady's School
New Student Information Sheet
2018 - 2019

Student's First Name: _____ Boy: ____ Girl: ____

Middle Name: _____ Last Name: _____

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

Date of Baptism: ____/____/____ _____
Date Name of Church City

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

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

If your child needs to receive any of the Sacraments listed above, please check here: _____

Student's Citizenship: _____ Religion: _____ Ethnic Origin: _____

Name and Address of the School closest to your home: _____

Name and Address of Previous School: _____

Doctor's Name: _____ Phone: _____

Hospital: _____ Phone: _____

**Escuela de Nuestra Señora
Información del Estudiante Nuevo
2018 - 2019**

Nombre del Estudiante: _____ Niño: _____ Niña: _____

Segundo Nombre: _____ Apellido: _____

Fecha de Nacimiento: ____/____/____ Lugar de Nacimiento: _____
Mes Día Año Ciudad Estado Nación

Fecha de Bautismo: ____/____/____ Iglesia Ciudad
M D A

Primera Reconciliación: ____/____/____ Iglesia Ciudad
M D A

Primera Comunión: ____/____/____ Iglesia Ciudad
M D A

Si su hijo / hija necesita recibir los Sacramentos, por favor nótelo aquí: _____

Ciudadanía del Estudiante: _____ Religión: _____

Origen Étnico: _____

Nombre y Dirección de la Escuela cerca de su casa: _____

Nombre y Dirección de la Escuela anterior: _____

Nombre de Doctor: _____ Teléfono: _____

Hospital: _____ Teléfono: _____

