

St. Christopher Roman Catholic Church and School

Come...journey, follow and be inspired with us!

St. Christopher School

2018 – 2019

Admissions, Enrollment & Re-registration Forms

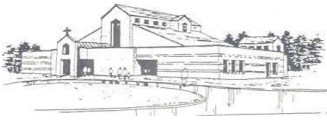
Pre-Kindergarten

Kindergarten

Grades 1-8

&

New Students



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Middle States Accredited

St. Christopher School Philosophy:

“BUILDING ON A TRADITION OF EXCELLENCE”

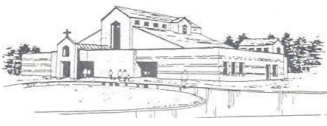
Our program of Catholic education relies on the basis of proven success and innovative educational experiences. We develop in our students a strong foundation in faith and the skills to become lifelong learners.

WE AS A CATHOLIC SCHOOL COMMUNITY:

BELIEVE -- that each student enrolled at St. Christopher School is a unique and important person and that every facet of his/her life -- spiritual, emotional, intellectual, social and physical should be developed.

SEEK -- to help each individual develop as a thinking, caring Christian who respects all life and has the desire and ability to contribute constructively to the betterment of our world.

REALIZE -- that the educational process goes beyond the school. Thus, the developing of a shared commitment from the community, parents and school is a necessary ingredient in achieving these goals.



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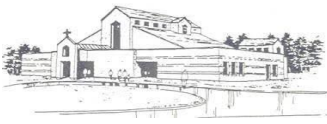
ADMISSION PROCESS:

The following are required for admission to St. Christopher School. We ask you to complete the forms and bring them, along with the supporting documentation and fees, with you on your child's registration day to expedite the registration process:

- Application for Enrollment
- Non-Refundable Enrollment/Textbook Fee
- Copy of Birth Certificate
- Copy of Baptismal Certificate
(if not baptized at St. Christopher Parish)
- Parish Verification Form

Students applying for admission in grades 1-8 and transferring from another school must provide;

- A copy of their most recent report card
- A letter of recommendation from their current teacher
- An entrance interview with our Principal or Assistant Principal.



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St. Christopher School Tuition and Enrollment Rate Information

Registration forms cannot be processed without the accompanying enrollment/textbook fees.

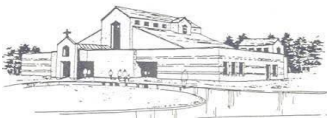
Tuition Information: The annual tuition at St. Christopher School is determined after much prayer and consideration by the finance committee, administration and school board. Every effort is made to keep the financial obligations of families reasonable while affording them a quality Catholic education from highly qualified teachers and staff. **A generous parish subsidy greatly reduces the actual per student tuition cost to the amounts listed below.**

<p><u>Enrollment/Textbook Fee:</u> Non-Refundable- separate from rate of tuition</p> <p>\$100.00 per student, due on or before February 16, 2018 \$150.00 per student, after February 16, 2018</p>	<p><u>Program Fees:</u> Non-Refundable, due on or before June 1, 2018</p> <p>Technology Fee- \$75.00 per student Home School Association Dues- \$10.00 per family</p>
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Grades K-8 Per Student		Grades K-8 Tuition ~ Parishioner Rate			
	<i>Enrollment Textbook Fee</i> <small>(prior to 2/17/18)</small>	Yearly	Monthly	Weekly (40 Weeks)	Daily Based on 180 Days
1st Child	\$100.00	\$3,370.00	\$337.00	\$84.25	\$18.72
2nd Child	\$100.00	\$5,650.00	\$565.00	\$141.25	\$31.39
3rd Child	\$100.00	\$7,495.00	\$749.50	\$187.38	\$41.64
<i>Each additional child thereafter</i>	\$100.00	\$1,470.00	\$147.00	\$36.75	\$8.17

Pre-Kindergarten ~ Parishioner Rate Tuition *Full Day* 4 Year Old Program					
	<i>Enrollment Fee</i>	Yearly	Monthly	Weekly (40 Weeks)	Daily Based on 180 Days
Per Child	\$100.00	\$4,165.00	\$416.50	\$104.13	\$23.14

***Pre-Kindergarten rates are tax deductible**



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St. Christopher School Tuition and Enrollment Rate Information

Non-Parishioner Tuition ~ Not eligible for tuition assistance Full Day, 4 Year Old Pre-Kindergarten through Grade 8					
	<i>Enrollment Fee</i>	Yearly	Monthly	Weekly (40 Weeks)	Daily (180 Days)
Per Child	\$100.00	\$4,545.00	\$454.50	\$113.63	\$25.25

<u>Tuition Discounts & Assistance</u> Families are encouraged to complete BISON Fund Applications & CTGP		
*Information is available in the school office please note there may be limited availability		
\$400.00 voucher for Kindergarten Tuition if your child meets acceptance requirements	\$100.00 discount per family on Pre-K Tuition, if a sibling is enrolled in Grades K-8	\$100.00 discount if tuition is paid in full by August 15, 2018

St. Christopher School Payment Information:

Tuition Payment Preference: Tuition for the 2018-2019 school year will be paid by:

Choose One:

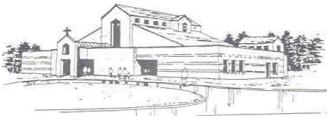
_____ **Option 1: Payment in Full:** One single payment is due on or before August 15, 2018. This option entitles the responsible party to a \$100.00 discount. This is payable directly to St. Christopher School.

_____ **Option 2: Ten Monthly payments beginning in August.** Automatic bank payments (ACH) through your checking or savings account may be made on **the 15th of each month.**

Choose One:

_____ We are selecting the Parishioner Tuition Rate.

_____ We are selecting the Non-Parishioner Tuition Rate.



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St. Christopher School Tuition Rate Agreement

I (We) agree to make tuition payments for the 2018-2019 school year according to one of the options indicated on the preceding page regarding payment preference.

We agree as a condition for our child/children to attend St. Christopher School to pay tuition and fees listed on the tuition information page above. We understand that these fees are due and payable in order for our child/children to remain in the school. **If payment is not received by the 15th of the month from August through May**, we understand that a late charge of \$25 will be added to each month when the payment is in arrears. We understand that a service charge of \$25 will apply to all checks returned by the bank.

We understand that in order to qualify for the **Parishioner Rate**, we must be

- (a) Registered in St. Christopher Parish or be an active parishioner of a parish without an elementary school
- (b) A baptized Catholic
- (c) Attending weekly mass as evidenced by use of church envelopes and verified by our parish 4x per year.
- (d) If a family is not active- i.e. does not follow through on these responsibilities, they can lose their “active” status and will be held responsible for payment of tuition according to the “non-parishioner” rates.

We understand there is an early withdrawal fee of one month’s tuition.

We understand that the school shall have the right to legal action for non-payment of tuition and fees, and the parents will be responsible for the cost of collection. We agree to reimburse St. Christopher School the fees of any collection agency, which may be based on a percentage at a maximum of 33% of the debt, and all costs and expenses including reasonable attorney’s fees the school would incur in such collection efforts.

We understand that this registration and/or enrollment application will be voided if any outstanding balance from the previous school year’s tuition remains unaddressed.

New students to St. Christopher are accepted for up to 20 weeks. If behavior and academics are at a level which is commensurate with our standards, then permanent student status occurs.

I, (We) understand and agree to all terms as stated in this Enrollment Contract.

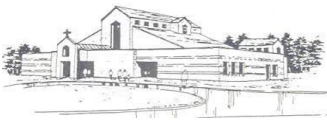
I, (We) have read the school policy regarding tuition and agree to abide by this policy.

Who will be financially responsible: Both Parents _____ Mother _____ Father _____ Guardian _____

Parent’s Signature: _____ Date: _____

Parent’s Signature: _____ Date: _____

For Office Use Only: _____ \$ _____ # _____ \$ _____ # _____ \$ _____
 P/NP P/VF Tuit. Plan Reg. Fee Check/Cash P. Fee Check/Cash Total Amt. Due Date Rec’d



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Application for Enrollment

Registration forms cannot be processed without accompanying enrollment/textbook fees.

Family Last Name: _____ Phone: _____

Address: _____ City: _____ Zip Code: _____

Public school District: _____

Religion: _____ Parish: _____ Env.#: _____

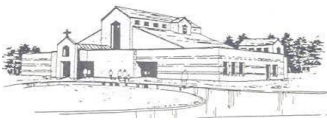
Grades Pre-Kindergarten - 8 Students:

1.	Last Name: _____ First: _____ Middle: _____ Date of Birth: _____ Male/Female: _____ Grade Entering 2018-2019 _____
2.	Last Name: _____ First: _____ Middle: _____ Date of Birth: _____ Male/Female: _____ Grade Entering 2018-2019 _____
3.	Last Name: _____ First: _____ Middle: _____ Date of Birth: _____ Male/Female: _____ Grade Entering 2018-2019 _____
4.	Last Name: _____ First: _____ Middle: _____ Date of Birth: _____ Male/Female: _____ Grade Entering 2018-2019 _____

Child's Present Legal Guardian: _____ **Relationship:** _____

LIVES WITH: Both Parents: _____ Mother: _____ Father: _____ Guardian: _____ Other: _____

*Please note: Grades, reports, and other mailings will be sent to both parents at the address or addresses identified in this packet unless the custodial parent or legal guardian of the applicant directs St. Christopher School IN WRITING to do otherwise.



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St. Christopher School Family Information

Please fill out with the most current information for our records. The information provided in this application will be used for our School Messenger Notification System.

Student Information:

Student's full legal name: _____
Last First Middle

Grade Enrolling 2018-2019: _____

Address: _____ Phone: _____
Street City Zip

Public School District: _____

Place of Birth: _____ Date of Birth _____
City State Month/Day/Year

Gender: Male _____ Female _____ Age by Dec. 1, 2018: _____

Student Ethnicity: African American _____ American Indian _____ Asian _____
Pacific Islander _____ Hispanic _____ White _____ Other _____

Sacraments:

Has your child been baptized in the Catholic Faith? Yes _____ No _____

	Baptism	Penance	First Communion
Date			
Church			
City and State			

Father's Information:

Name of Father/Guardian: _____
Last First Middle

Religion: _____ Graduated from St. Christopher Yes ___ No ___ Year ___

Address: _____ Phone: _____
Street City Zip

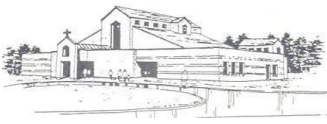
Employer: _____ Business Phone: _____

Occupation: _____

E-Mail Address _____ Cell Phone: _____

Has Legal Custody? Yes _____ No _____

Student Lives With: Yes _____ No _____



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Mother's Information:

Name of Mother/Guardian: _____

Religion: _____ Last _____ First _____ Middle _____
Graduated from St. Christopher Yes ___ No ___ Year _____

Address: _____ Phone: _____

Street _____ City _____ Zip _____
Employer: _____ Business Phone: _____

Occupation: _____

E-Mail Address _____ Cell Phone: _____

Has Legal Custody? Yes ___ No ___ Student Lives With: Yes ___ No ___

Divorced or separated parents must provide a copy of any current court order or decree relating to the custody of this student.

Step-Parent or Guardian Information:

Name of Guardian: _____

Religion: _____ Last _____ First _____ Middle _____
Graduated from St. Christopher Yes ___ No ___ Year _____

Address: _____ Phone: _____

Street _____ City _____ Zip _____
Employer: _____ Business Phone: _____

Occupation: _____

E-Mail Address _____ Cell Phone: _____

Has Legal Custody? Yes ___ No ___ Student Lives With: Yes ___ No ___

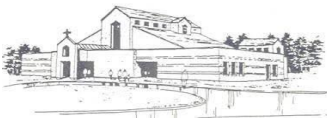
Educational History

Name of last school attended: _____ Grade: _____

School Address: _____

Public School District: _____

If there are no present openings in your child's expected grade, would you consider being placed on our active waiting list? Yes _____ No _____



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Information Disclosure Form

We are committed to providing the best education for your child. Please provide the following information to enable us to achieve this goal.

Student Name: _____ **Grade Entering 2018-2019** _____

Please explain any special needs/conditions/instructions of which the school should be aware:

504 Plan _____ IEP _____ OT _____ PT _____ Speech _____

1. Are you aware of any special considerations required by your child, which may impact his or her ability to participate in all aspects of our education program?

Yes _____

No _____

If you answered Yes, please describe these special considerations below;

- **Academic:** _____

- **Behavioral:** _____

- **Physical:** _____

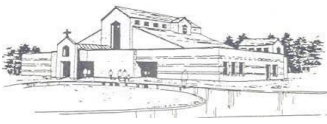
- **Social:** _____

2. Have you ever been asked to withdraw your child from a particular school or daycare for disciplinary reasons? Yes _____ No _____

If Yes, please explain the circumstances:

Parent/Guardian Name: (please print) _____

Parent/Guardian Signature: _____ **Date:** _____



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Parish Verification Form

Diocese of Buffalo parishioner Verification Form for the 2018-2019 School Year

Parishioner Name: _____ / _____
Parent #1 - First, Last Name Parent #2 - First, Last Name

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ E-Mail: _____

We are registered parishioners of: _____ Pastor: _____
Parish Name & City

Our Child(ren) is/are enrolled at _____ Principal: _____

Child #1: _____ Grade: _____

Child #2: _____ Grade: _____

Child #3: _____ Grade: _____

Child #4: _____ Grade: _____

Our family is dedicated to the faith formation of our child(ren). We attend mass as a family and support our parish financially and through our involvement in parish activities and ministries.

Parent Signature: _____ Date: _____

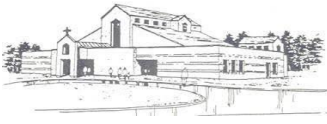
Parent Signature: _____ Date: _____

****Please have your Pastor sign below, if you are NOT a parishioner of St. Christopher Parish:**

This family is registered with our Diocese of Buffalo parish and meets the eligibility criteria for CTGP.

Pastor Signature: _____ Date: _____

Pastors, please retain the original document and send one copy of the signed form to the Catholic school where the child(ren) is/are registered and one copy of the signed form to the family.



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St. Christopher School Textbook Information- New Students Only

Textbook Request Form - Required to purchase student textbooks

(Please Print)

Student's Name _____
Last First Middle Initial

Student's Address _____

Residing in Public School District:

Name of District _____ Number _____

Loan of Textbooks

I hereby request the loan of textbooks in the name of _____ . I
(Student's Name)

authorize _____ to act on behalf of this student in identifying and ordering
(Non-Public School)

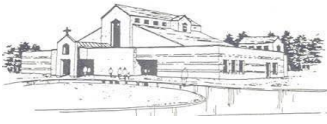
books for student use. I understand that all books loaned to this student by _____
(Public School District)

are to be maintained in good condition and that said student must pay for the loss of or excessive damage to said books.

Signature of Parent or Guardian: _____

Date: _____

This form is to be kept on file in the individual non-public school.



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Release of Records

For students who are transferring from a previous school

Release of Records:

School Year: _____

I. The Records of:

Student's Name _____

Date of Birth _____ Grade Entering _____

I hereby authorize St. Christopher School to obtain verbal and written information for the purpose of educational planning from Administrators, Guidance Counselor and/or Teachers of;

Name of Present School

Phone

II. Records Involved (please check):

_____ Academic

_____ Health

_____ Attendance

_____ Standardized Test

_____ Psychological

_____ Other: _____

III. All information obtained from this school will become the confidential property of St. Christopher Catholic School and is not subject to applicant or parental review.

Signature of Parent/Guardian

Date

IV. To be released to/seen by: **Cynthia Bryk, Principal, St. Christopher Catholic School**

This permission form will remain in effect for one year from date signed.