



2016-2017 School Year Enrollment and Tuition Contract

Contact the Principal, Miss Neal if you have any questions

(315)386-3572 stmarysc@twcny.rr.com

First Student's Name	Grade
Second Student's Name	Grade
Third Student's Name	Grade
Parent's (Guardian) Name	
Parent's (Guardian) Name	
Address	
City, State, Zip	
Primary Phone Number	
Secondary Phone Number	
Email	

_____ Check here if you need bus transportation and complete the separate registration form to be returned with this contract.

_____ Complete the *Free & Reduced Lunch Form*. It is important that you fill out this form as soon as possible and return it to Miss Neal. The information on this form determines how much state funding Saint Mary's School will receive. *Please complete this form even if you do not qualify*

_____ Complete the Tuition Assistance Program Application. This form is necessary in order for families to qualify for Tuition Assistance from The Diocese of Ogdensburg. This form must be returned to Miss Neal by September 1, 2016.

*****By signing this contract I (we) attest that I (we) are registering our child (ren) for the ten-month 2016/2017 school year. I (we) understand that I (we) are the person(s) responsible for paying the deposit and tuition as indicated on this form for the full year. I (we) understand that account delinquency may result in dismissal from St. Mary's School. ******

Return this completed/signed contract to St. Mary's School within 15 days of receipt. Upon approval by the Principal and Pastor, a copy will be forwarded to you for your records.

Grades K-6 (Circle one)

Category:	Supporting		Non-Supporting	
	Month	Year	Month	Year
One Child	\$350	\$3,500	\$400	\$4,000
Two Children	\$450	\$4,500	\$500	\$5,000
Three Children	\$550	\$5,500	\$600	\$6,000

Note: Supporting assumes family is registered in a Catholic Parish and offering a weekly monetary gift.

Pre-Kindergarten (Circle one)

	Time	Month	Year
Mon, Wed, Fri	8:00-10:30	\$330	\$3,300
Mon, Wed, Fri	11:30-2:15	\$330	\$3,300
Mon, Wed, Fri	8:00-2:15	\$400	\$4,000
Mon-Fri	8:00-10:30	\$370	\$3,700
Mon-Fri	11:30-2:15	\$370	\$3,700
Mon-Fri	8:00-2:15	\$440	\$4,400

Nursery (Circle one)

Mon, Wed, Fri	8:00-10:30	\$300	\$3,000
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Note: If your family has one or more children in grades K-6 and a child in Nursery or Pre-K, the Tuition rate for grades K-6 apply. Contact Miss Neal if there is a question.

There is a \$100.00 Fee due to FACTS within 30 days of registering. Do NOT bring your payment to the school. This fee includes Registration and mandatory Pupil Insurance (Coverage July 1, 2016-June 30, 2017). *See Reverse*

Parent(s') (Guardian's) Signatures	
Date	

Principal's Signature	
Date	

Pastor's Signature	
Date	

OVER(See Reverse)

How to Pay Your Child's Tuition

This year St. Mary's has contracted with FACTS Management Systems to process all tuition invoices and payments. Once you have turned your contract in to Miss Neal, go to:

<https://online.factsmgt.com/signin/3M935>

and set up your payment plan. Once your payment plan is set up, a tuition invoice will be sent to you.

(Note: Do not send your Registration Fee to St. Mary's, just follow the directions on the FACTS website.

