

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: Week of March 3 -7

Registration packets will be mailed to parents and **MUST BE RETURNED BY MARCH 7TH TO REMAIN AS RETURNING FAMILY STATUS.**

New Students in Pre-K through 12th Grade: Week of March 10-14

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.

Priorities and Dates

The priorities and dates stated below in registering *new students* will be followed:

- Monday, March 10:* Catholic families from St. Anthony Parish.
- Tuesday, March 11:* All other Catholic families and children of St. Edmund School alumni.
- Wednesday, March 12:* Open to anyone where space is available.

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 March 2008 must be paid in full before registration for the year 2008-2009 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 non-refundable.***

Age Requirement

Students entering Pre-kindergarten must be 4-years of age on or before September 30, 2008. Students entering Kindergarten must be 5-years of age on or before September 30, 2008. Students entering first grade must be 6-years of age on or before September 30, 2008.

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 May 31, 2008 (Receive a 3% discount off tuition for advance payment)
- ✓ Pay the tuition in monthly installments by bank draft; drafts begin July 10th.

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.

2008-2009 REGISTRATION

Tuition

Elementary (Pre-K)	\$345 per month for 12 months
Elementary (K-6)	\$270 per month for 12 months
High School (7-12)	\$345 per month for 12 months

A Family Discount Plan of 12% is applied for two children, 15% for three, 19% for four, 22% for five, 25% for six and 29% for seven children for students K-12. *Pre-K is not included in the Family Plan.*

Tuition Assistance

Families with financial needs, whose children are registered, may apply for tuition assistance from the principal.

Fees & Commitments

Processing Fee <i>One Month Tuition</i> <i>(Credited as May Tuition)</i>	<p>This fee pertains to <u>new families</u> registering for the first time. We ask new families at registration to pay a month's tuition in advance. This is not an additional fee, simply an advance payment of the last month's tuition. Families are only asked to pay the processing fee in their first year of enrollment. <u>This fee is due at registration.</u></p>
Diocesan Tax <i>\$12 per child</i>	<p>The Diocese of Lafayette assesses this school \$12.00 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></p>
Out of Parish/ Non-Catholic Fee <i>\$150 per child unless subsidized by church parish</i>	<p>The school has a registration fee of \$150.00 in the form of a subsidy. 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.</p>
Technology Fee <i>\$50 per child</i>	<p>The cost of technology (even with grants) is very prohibitive. A fee of \$50.00 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></p>
Building & Maintenance Fee <i>\$100 per family per year</i>	<p>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 \$100 fee. <u>This fee is due at registration time as a post-dated check dated June 1.</u></p>
Book & Activity Fees: <i>Pre-K-8: \$100</i> <i>9-12: \$140</i>	<p>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></p>
Spring Fair Hours <i>2 hours per child</i>	<p>Families are asked to work two hours per child at assigned booths at the school's Spring Fair held the first weekend in may each year.</p>
Tuition Draft Fee <i>\$0.91/draft</i>	<p>Fee drafted at each month for drafting services.</p>

Tuition/Fees Worksheet

FAMILY INFORMATION	REGISTRATION FEES
<p>PARENT NAME _____</p> <p>ADDRESS _____</p> <p>CITY, STATE, ZIP _____</p> <p>PHONE _____</p> <p>CHURCH PARISH _____</p> <p>CHILDREN:</p> <p> NAME/GRADE _____</p> <p> NAME/GRADE _____</p> <p> NAME/GRADE _____</p> <p> NAME/GRADE _____</p> <p> NAME/GRADE _____</p> <p>E-MAIL ADDRESS: _____</p>	<p>PROCESSING FEE \$ _____ NEW FAMILIES (MAY 2009 TUITION)</p> <p>DIOCESAN TAX \$ _____ (\$12 per Student)</p> <p>OUT OF PARISH/NON CATHOLIC \$ _____ (\$150/child without signed agreement from pastor)</p> <p>TOTAL FEES DUE NOW: \$ _____</p> <p>=====</p> <p>POSTDATED FEES (Postdated for June 1, 2008)</p> <p>Family Maint. Fee \$ <u>100.00</u></p> <p>Book/Activity Fees: No. of children Pre-K-8 _____ x \$100 = \$ _____ No. of children 9-12 _____ x \$140 = \$ _____</p> <p>Technology Fees: No. of children _____ x \$ 50 = \$ _____</p> <p>JUNE TUITION: \$ _____</p> <p>TOTAL POSTDATED AMOUNT: \$ _____ Postdated Check Number: # _____</p> <p>=====</p> <p>IF YOU CHOOSE DRAFT TUITION Your Monthly Payment will be: \$ _____</p> <p>=====</p> <p>IF YOU CHOOSE TO PAY FOR YEAR Your Payment will be: \$ _____ <i>Includes 3 percent discount off tuition only, Book Fees, Maintenance Fee and Technology Fees. Does not include Diocesan Tax or Parish Subsidy.</i></p>

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

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.

PARENT SIGNATURE

DATE

2008-2009 REGISTRATION

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

PLEASE DOWNLOAD STUDENT HANDBOOK(S) FROM:
www.stedmund.com/academics_policies.htm; IF UNABLE TO DOWNLOAD, CALL
SCHOOL FOR HANDBOOK COPY.

I have read and understand the contents of the student handbook including the internet usage policy and the drug testing policy stated therein. 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

FOR PASTORS

PASTOR'S SIGNATURE & CHURCH SEAL

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 DATE

CHURCH PARISH

CHURCH SEAL

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