



# St. Columba Catholic School FAMILY ENROLLMENT CONTRACT 2018 - 2019

OFFICE USE ONLY:
PAID \$ _____
CK #/CASH _____
DATE _____

◆ Please attach a copy of baptismal certificate if NEW to St. Columba School ◆

STUDENT INFORMATION: I am a member of \_\_\_\_\_ Church.

Last:	First:	Grade:	DOB: / /	Baptized: Y / N
Last:	First:	Grade:	DOB: / /	Baptized: Y / N
Last:	First:	Grade:	DOB: / /	Baptized: Y / N

**PLEASE PRINT CLEARLY: (For school mailing and billing purposes)**

Student lives with:  Both parents  Mother  Father  Grandparent  Guardian

Parent/ Guardian _____	Parent/ Guardian _____
Address _____	Address _____
City _____ Zip _____	City _____ Zip _____
Hm Ph _____ Wk/Cell _____	Hm Ph _____ Wk/Cell _____
Email _____	Email _____

**TUITION RATE 1**  Full payment due by July 1, 2018 (*You will be billed in June.*)  
 Semi-Annual payment due by July 1, 2018. Second installment due December 1, 2018  
 12-Month Option (FACTS) begins July, 2018:  5th  20th  
 10-Month Option (FACTS) begins August, 2018:  5th  20th

## TUITION POLICY

\* \* New families are required to register with FACTS upon submitting registration fees and application. \* \*

**1. Tuition payments are made according to one of three options:**

- ✓ **Full Payment.** If using this option, the entire amount of tuition is paid directly to the school on or before July 1, 2018.
- ✓ **Semi-Annual Payment.** If using this option, the first installment of the annual tuition will be due July 1, 2018 and the second installment will be due on December 1, 2018. (All payments will be made through FACTS.)
- ✓ **Monthly Option.** If using this option, the entire amount of tuition is paid monthly over a 12-month period beginning in July or a 10-month period beginning in August. With this option, the family authorizes their bank to transfer the tuition payment from a checking or savings account on the 5<sup>th</sup> or 20<sup>th</sup> of each month. Tuition is to be paid through FACTS. FACTS terms and conditions will apply regarding missed payments and non-sufficient funds.

**2. If tuition is delinquent, the following may apply according to diocesan and school policy:**

- a. report card may not be issued, and/or parent-teacher conference will be postponed;
- b. the student may not be permitted to continue enrollment if tuition is delinquent sixty days;
- c. eighth grade students will not be permitted to participate in graduation activities;
- d. the student will not be permitted to re-register for the following year.

<b>2018 – 2019 Tuition Rates</b>			
	1 Student	2 Students	3/4 Students
<input type="checkbox"/> 10 Months	\$ 515.00	\$ 887.50	\$ 1,212.00
<input type="checkbox"/> 12 Months	\$ 429.17	\$ 739.59	\$ 1,010.00
<b>Per Year</b>	<b>\$5,150.00</b>	<b>\$ 8,875.00</b>	<b>\$12,120.00</b>

### Registration Fees

Initial:

\_\_\_\_\_ Registration Fee: Returning Students Only: \$250.00/student due at the time of registration if paid by 03/16/2018.  
New and Returning Students: \$300.00/student due at the time registration if paid after 03/16/2018.

#### Applications are due with Registration Fees.

PTG Family Fee: \$200.00/family due at the time of registration. Fee will be pro-rated for early withdrawal.

**The Registration fee of \$300.00/child is non-refundable after July 1, 2018.**

### Day Care

Initial:

\_\_\_\_\_ I understand that I will pay \$5.00/hour charged at half hour increments per child. If I am late to pick up my child, I will incur a \$3.00 per minute charge past 6:00 p.m. Day Care will be collected through FACTS by the 18<sup>th</sup> of the following month.

### 8th Grade Contract

Initial:

\_\_\_\_\_ **FOR INCOMING 8TH GRADERS ONLY.** I understand that an 8th grade contract for Sea Camp & Graduation Week expenses must be signed and turned in with my Family Enrollment Contract. Contracts will be distributed on Back to School Night by the 8<sup>th</sup> Grade teachers. Fees will be due February 28, 2019. Unpaid balance will be billed through FACTS on April 1, 2019.

### Service Hours

Initial:

\_\_\_\_\_ I agree to the 32 service hour requirement to St. Columba School. Service hours need to be met by **May 30, 2019.**

We, the undersigned, enroll the student(s) named on Page 1 into St. Columba School for the 2018-2019 academic school year. We have read the contract and tuition policy and agree to pay the applicable tuition. We agree to uphold the standards of the school, and to have our student(s) comply with the school regulations and policies as set forth in the Family Handbook.

We recognize the responsibilities of parents as the primary educators of their children and acknowledge the importance of teaching Christian values by example and will therefore cooperate in supporting a school community which teaches and reinforces Christian values. We understand that re-enrollment at St. Columba School for the 2018-2019 school year is dependent on my child/children's academic and responsible behavior status and the family fulfillment of the 2018-2019 tuition policy and service hours (if applicable).

\_\_\_\_\_  
Parent / Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent / Guardian Signature

\_\_\_\_\_  
Date

### SERVICE HOUR AGREEMENT 2018 - 2019

**Please check 3-4 school activities/events that you are interested in serving. Service hours may not be bought out.**

LUNCHTIME SUPERVISION: 11:30am-12:30pm

LIBRARY HELP

COACHING SPORTS

JOG-A-THON

CHILDREN'S GARDEN

PTG MEETING (2 hours credit)

SCRIP CHAIR

SCRIP SALES

GOLF TOURNAMENT

\_\_\_\_\_

GRANDPARENT'S DAY

ROOM PARENT - Grade: \_\_\_\_\_

CLASSROOM HELP - Grade: \_\_\_\_\_

HALLOWEEN CARNIVAL

BACK-TO-SCHOOL (PTG) EVENTS

BINGO

BOOK FAIR

FALL FESTIVAL

GALA/AUCTION

\_\_\_\_\_

\_\_\_\_\_  
FAMILY NAME (Please print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent / Guardian signature

\_\_\_\_\_  
Parent / Guardian signature