



## 2019/ 2020 NEW REGISTRANT

Welcome to Saint Mary Catholic School!

We want to take this opportunity to welcome you to the parish school community of St. Mary Catholic Parish. You are to be commended for recognizing the value of a Catholic education, and for your willingness to accept the responsibilities that are associated with providing an authentic Catholic education and environment. In today's economy when a family's resources are stretched in many directions, it is gratifying to us that you are willing to make quality Catholic education a priority.

As Pastor of St. Mary Catholic Parish, I am ultimately responsible for the spiritual, temporal, and financial goods of the parish school in addition to our parent's tuition and fees. The parish continues to heavily subsidize and financially support the school. This subsidy enables us to provide the opportunity for a quality Catholic education. I know that our principal, Mr. Carner, shares in my joy and pride for the academic achievements our students attain. It is always a pleasure to hear how much the students, teachers, and staff love St. Mary Catholic School.

I am grateful for your decision to choose St. Mary Catholic School for your child's education. The tuition and fees were increased last year and will increase, again, slightly this year. The parish will continue to subsidize the school, and the administrators, faculty, and staff will be diligent stewards. All SMS families are asked to support fund raising activities, and to keep tuition payments and fees current. Together we will bring focus and vitality to our community while St. Mary Catholic School celebrates 159 years of excellence in Catholic education!

Again, thank you for choosing St. Mary Catholic School for your family. Together we will strive to provide each student with an exemplary education that encompasses not only their academic life but also their spiritual life as a Catholic. In partnership with our parents, faculty, staff and clergy, we will teach our students to love God, to cherish and practice their faith, and to lead Christian lives. We will guide our students to follow Christ's examples of love and forgiveness, and to help them develop a sound moral character. We will foster a passion in them, through our Stewardship Program, to be involved in the community and to realize that they make a difference.

Sincerely,  
Rev. John P. Singler, Pastor  
Mr. Andrew Carner, Principal



# 2019 - 2020 TUITION

**2019 - 2020 Cost to educate one child is \$5,263.00**

<u>PARISHIONER RATE</u>	<u>NON-PARISHIONER RATE</u>	<u>NON-CATHOLIC RATE</u>
1 Child - \$3,400	1 Child - \$3,700	1 Child - \$4,400
2 Children - \$6,350	2 Children - \$6,850	2 Children - \$8,350
3 or more - \$8,500	3 or more - \$9,000	3 or more - \$11,500

## ALL FAMILIES

- MUST pay tuition through FACTS MANAGEMENT (12 month plan available, July-June)
- Registration fee \$250.00/ family (non-refundable): Kindergarten - Grade 8 (See payment schedule)  
Fee includes: Technology advancement, Diocesan student tax, and education costs.
- Registration fee is due at time of registration. See payment schedule below.
- Parishioners MUST be faithful in attendance at Sunday Mass as part of your spiritual, social and sacrifice as a Catholic family.

### REGISTRATION FEE PAYMENT SCHEDULE

#### New Registrants (per family)

\$100.00 Registration fee, Preschool (P3, P4, PK)

\$250.00 Registration fee, Kindergarten – Grade 8

#### Re-Registrants (per family) Kindergarten - Grade 8

\$250.00 Registration fee, 1/27 - 2/28/2019

\$300.00 Registration fee, 3/1 – 3/29/2019

\$350.00 Registration fee, 4/1 – 8/1/2019

## Preschool Tuition

Preschool Registration Fee \$100 per family

*Fee is non-refundable & Due with Registration*

3 yrs. Old - \$1,400

2 days per week, M & T 9:00am - 11:00am

4 yrs. Old - \$1,700

3 days per week, W-R-F 9:00am - 11:30am

4 yrs. Old - \$2,200

4 days per week, T-W-R-F 12:45pm - 3:05pm



# 2019-2020 NEW REGISTRATION

(Preschool, Kindergarten through Grade 8)

(Please complete and return all of the attached New Registration forms and necessary documents listed below. All registration forms, documents, and fees are due at the time of registration).

Welcome to St. Mary Catholic School! It is a great honor having you consider our school to educate your children. Trust that we will provide you with daily examples of our love for Christ, as well as, provide your children with an excellent academic education. Please read the enclosed information carefully and remember we are always here to answer any of your concerns.

Mr. Andrew Carner, Principal

### Submit a copy of...

- 1) Student's birth certificate
- 2) Record of Immunizations
- 3) Baptismal Certificate
- 4) Legal Custody verification

### Complete the following forms...

- 1) SMS New Registration form
- 2) Cleveland Diocese Registration form
- 3) Tuition Payment Preference form
- 4) Transfer of Records for new student Grades 1-8

Students accepted into Preschool will receive a Physical Form to be completed by the pediatrician and returned to the school nurse prior to the first day of school.

Students registered for Kindergarten will be screened at St. Mary Catholic School in March 2019. Parents of students accepted into the Kindergarten MUST complete a health form and return it to the school nurse PRIOR to the first day of school.

Parents of students entering in Grades 1-8 must complete a Transfer of Records Form that will allow St. Mary Catholic School to request health and academic records from the school your child attended last year.

**Tuition 2019-2020 School Year:** (12 month payment plan available, July 2019 – June 2020)

### Registration Fee

(Fees are NON refundable and due at time of registration) (Fees include: Education Fee, Diocesan Student Tax, & Technology)

Preschool (P3, P4, PK) \$100.00 per family  
Kindergarten through Grade 8 \$250.00 per family

### Parishioners of St. Mary Catholic Church:

(Kindergarten student must be 5 years old by August 1, 2019 to enter program)

\$3,400 per child, Grade Kindergarten – Grade 8  
\$6,350 for two children  
\$8,500 for three or more children

Note: It is expected that parishioners make a weekly contribution to the church using your family envelopes.

### Catholics that are members of other Parishes

(Kindergarten student must be 5 years old by August 1, 2019 to enter program)

\$3,700 per child  
\$6,850 for two children  
\$9,000 for three or more children

### Non-Catholics:

(Kindergarten student must be 5 years old by August 1, 2019 to enter program)

\$4,400 per child  
\$8,350 for two children  
\$11,500 for three or more children

### Preschool Tuition:

(Rates posted apply to all Preschool students)

P3 - 3 year old	M/T	9:00 - 11:00am	\$1,400 each child	*Child MUST be 3 years old by August 1 <sup>st</sup> to enter
P4 - 4 year old	W/R/F	9:00 - 11:30am	\$1,700 each child	*Child MUST be 4 years old by August 1 <sup>st</sup> to enter
PK- 4 year old	T/W/R/F	12:45 - 3:05pm	\$2,200 each child	*Child MUST be 4 years old by August 1 <sup>st</sup> to enter



## 2019 – 2020 NEW REGISTRATION Preschool - Kindergarten – Grade 8

Name \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(Last) (Father) (Mother)

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number (\_\_\_\_\_) \_\_\_\_\_ Cell Number (\_\_\_\_\_) \_\_\_\_\_

Email \_\_\_\_\_ Email \_\_\_\_\_

- We are Catholic, members of St. Mary Church, and attend Mass and financially support the Parish weekly.
- We are Catholic and members of \_\_\_\_\_ Church.
- We are Non-Catholic.

Preschool (P3- Child must be 3 by August 1<sup>st</sup>) (P4 & PK- Child must be 4 by August 1<sup>st</sup>) (Kindergarten- Child must be 5 by August 1<sup>st</sup>)

**List name(s) and grades for students NEW to SMS in Preschool through Gr. 8 for 2019-2020**

<small>(Student First &amp; Last Name)</small>	<small>(Incoming Grade)</small>	<small>(School currently attending OR public school child would attend.)</small>

- Our family will also be **RE-REGISTERING** older sibling(s) for 2019-2020.
- The new registrant listed above will need  special services, i.e., remediation, speech, LD tutoring

NEW TO St. Mary Catholic School - - - How did you hear about St. Mary Catholic School?

Why have you chosen St. Mary Catholic School, for your child's education?

- Reputation  Recommended  Catholic Values  Location  Curriculum/Academics  Faculty

Other - please explain: \_\_\_\_\_

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

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
 Date

**Financial Aid:** Any family that would like to apply for Diocesan Financial Aid, as well as St. Mary Parish Financial Aid, must complete an online application with FACTS Management. You can find a link for this on our school website and there is a \$30 application fee required. The financial aid application must be received by March 19, 2019. Completing this application does not guarantee any financial assistance.

*For Office use only:*

Tuition Total ('19-20)	_____
Registration Fee	_____
Check No.	_____
Date	_____
Balance Due	_____

School Office Use: Tuition \_\_\_\_\_  
Grade \_\_\_\_\_  
Reg. Fee \_\_\_\_\_  
CK # \_\_\_\_\_



**2019-2020**

## TUITION PAYMENT PREFERENCE FORM

Responsible Parent Name \_\_\_\_\_

Address \_\_\_\_\_ (Please Print Clearly) City \_\_\_\_\_ Zip \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_

Student Name 1) \_\_\_\_\_ 2) \_\_\_\_\_

3) \_\_\_\_\_ 4) \_\_\_\_\_

### Payment options available for the 2019-2020 School Year

All tuition payments for St. Mary Catholic School will be collected by FACTS Management Company via electronic ACH payments from checking, savings or credit card. **If you do not currently have a FACTS account, you MUST create one online.** Please see the school website, [www.smsberea.org](http://www.smsberea.org), for additional instructions or call FACTS Management at (866) 441-4637.

**Indicate payment preference** (A 2.85% convenience fee is applied when credit or debit card is used, in addition, to the minimal FACTS enrollment fee. (American Express, Discover, Visa and MasterCard are accepted).

Full Payment: Due July 15, 2019       12 Monthly Payments: Due monthly (checking/ savings or credit card)  
The annual FACTS enrollment fee is \$0.      The annual FACTS enrollment fee is \$45.00

Semi-Annual Payment: Due July 15, 2019 & January 15, 2020  
The semi-annual FACTS enrollment fee is \$10.00.

### REGISTRATION FEE PAYMENT SCHEDULE

<u>New Registrants (per family)</u>	<u>Re-Registrants (per family) Kindergarten - Grade 8</u>
\$100.00 Registration fee, Preschool (P3, P4, PK)	\$250.00 Registration fee, 1/27 - 2/28/2019
\$250.00 Registration fee, Kindergarten – Grade 8	\$300.00 Registration fee, 3/1 – 3/29/2019
	\$350.00 Registration fee, 4/1 – 8/1/2019

You must complete and return this form to St. Mary Catholic School with the New or Returning Student Registration form. No exceptions. For questions, please call (440) 243-4555x11.

Responsible Parent Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**OFFICE OF CATHOLIC EDUCATION - DIOCESE OF CLEVELAND - PERMANENT RECORD CARD**



Saint Mary School  
Berea, OH 44017

STUDENT #	CLASS OF: (Year)				
STUDENT INFORMATION		Last Name	First Name	Middle Name	Sex
		Birthdate		Birthplace (City, St, Country)	
		Date Entered			

*Click the box to the left of the current residence.* *mm/dd/yyyy* *Date student entered school.*

Residence Address	City	County	Zip	Home Phone	Student Parish / City
Ethnicity (Optional)	<input type="radio"/> Amer Indian/Alaskan Native <input type="radio"/> Black/African Amer <input type="radio"/> Native Hawaiian/Other Pacific Islands <input type="radio"/> Multiracial <input type="radio"/> Asian <input type="radio"/> Hispanic <input type="radio"/> White				

SACRAMENTS	BAPTISM CERTIFICATE	STUDENT ENTERED FROM	<input type="radio"/> Parochial <input type="radio"/> Other
Baptism Date	Verified by	School from	
Reconciliation Date	Church	School from City	
Communion Date	Rite	School from State	
Confirmation Date	City, St, Zip	Grade Entering	

*Check the boxes to the left of who student resides with.*

STUDENT LIVES WITH	Last Name	First Name	Maiden Name	Birthplace	Occupation	Employer	Work Phone
<input type="checkbox"/> Natural Mother (NM)							
<input type="checkbox"/> Natural Father (NF)							
<input type="checkbox"/> Custodial M (CM)							
<input type="checkbox"/> Custodial F (CF)							
<input type="checkbox"/> Other							

PARENTS/CUSTODIAL PARENTS	Catholic, Protestant, Jewish, Other		Married / Separated / Divorced / Remarried /		Under 12 years/High School Graduate/College Non-Graduate/College Graduate/Beyond College	
	Religion		Parent Status		Education	
Natural Mother (NM)						
Natural Father (NF)						
Custodial M (CM)						
Custodial F (CF)						
Other						

LEGAL GUARDIAN	OTHER CHILDREN IN THE FAMILY/LIST NAME & BIRTHDATES					
Name	1.	2.	3.	4.	5.	6.
Address						
City, St, Zip						
LANGUAGE SPOKEN AT HOME	<input type="checkbox"/> English <input type="checkbox"/> Other (list)					



## LEGAL CUSTODY

Please complete this form for your enrolled child. If a change in your family dynamic has occurred, please provide the necessary information, as well. **A complete copy of the most current custody agreement must be kept on file in the school office.**

**Child's Name:** \_\_\_\_\_ **Grade:** \_\_\_\_\_

**Child's Name:** \_\_\_\_\_ **Grade:** \_\_\_\_\_

**Child's Name:** \_\_\_\_\_ **Grade:** \_\_\_\_\_

**Child's Residence:** \_\_\_\_\_  
Street Address City Zip

**Child resides with:**

\_\_\_\_ Married natural parents                      \_\_\_\_ divorced natural parents shared parenting \*  
\_\_\_\_ Natural mother, step/adoptive father                      \_\_\_\_ only mother  
\_\_\_\_ Natural father, step/adoptive mother                      \_\_\_\_ only father  
\_\_\_\_ Grandparents (with legal custody)  
\_\_\_\_ other relative (with legal custody)                      Relationship: \_\_\_\_\_  
\_\_\_\_ other, please explain: \_\_\_\_\_

**Residential parent/guardian:**

Name: \_\_\_\_\_  
First Name Last Name

Address: \_\_\_\_\_  
Street Address City Zip

Phone: (\_\_\_\_) \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Is there a court order, or pending court order, affecting the custody and/or residency of the child?  **Yes**  **No**  
Please attach a copy of the entire court order. The case number must be included; and sections referring to visitation rights and contacts with the school. Pages bearing the judge's signature and seal must be presented, as well. The court order copy must include any, and all, modifications made as of the date of registration of the child in this school. Parents/ and or guardians are responsible for informing the principal of any subsequent modifications during the child's tenure at the school.

**Non-residential parent:**

Name: \_\_\_\_\_  
First Name Last Name

Address: \_\_\_\_\_  
Street Address City Zip

Phone: (\_\_\_\_) \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

- \* Does the non-residential parent have visitation rights?  **Yes**  **No**
- \* Is there a court decision stating the non-residential parent shall NOT receive school information or attend activities?  **Yes**  **No**
- \* Is the non-residential parent responsible for paying tuition?  **Yes**  **No**

*(A complete copy of the school's procedures dealing with family custody situations is included in the Student/Parent Handbook.)*



## 2019-2020 Cafeteria Volunteer

St. Mary Catholic School is waiting for you! Volunteering in the cafeteria is a great opportunity for you to be involved with student life. Duties include cleaning lunch tables & trays and opening containers for students who may need assistance. Students truly enjoy having their parent/guardian/ grandparent being part of the team. Please complete this form and indicate your availability for volunteering.

PRINT PARENT NAME: \_\_\_\_\_  
(LAST NAME) (FIRST NAME)

DAYTIME PHONE: (\_\_\_\_) \_\_\_\_\_ CELL: (\_\_\_\_) \_\_\_\_\_

Please select:

I would like to volunteer for Cafeteria Duty.

\_\_\_\_\_ Month(s)

\_\_\_\_\_ Day(s) of the week

I am sorry I cannot volunteer this year.