



REGISTRATION

*St. Mary Catholic School Mission Statement-As
followers of Christ, we live as a Catholic community to
learn and teach in ways that will help us to educate
our minds and nurture our souls.*

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 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 162 years of excellence in Catholic education!

Again, thank you for choosing St. Mary Catholic School for your family. As a school community, 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 Discipleship/ 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



2022 - 2023 SCHOOL TUITION

2022 - 2023 Cost to educate one child is \$5,263.00

PARISHIONER RATE

1 Child - \$4,000

2 Children - \$7,500

3 or more Children - \$10,600

NON-PARISHIONER RATE

1 Child - \$4,600

2 Children - \$8,500

3 or more Children - \$11,500

ALL FAMILIES

- MUST pay tuition through FACTS MANAGEMENT, (excludes registration fee)
- 11 month plan available, July - May
- Non- refundable \$250 registration fee due with submission of registration application.
 - Registration fee includes: Technology advancement, Diocesan student tax, & education costs
 - Kindergarten through Grade 8 please refer to registration fee payment schedule below

REGISTRATION FEE PAYMENT SCHEDULE

New Registrants

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

\$250.00 Registration fee (per family)
(Kindergarten - Grade 8)

Returning Students

\$250.00 Registration fee, 12/27/21 - 3/01/22 (Kdg - 8)

\$350.00 Registration fee, 3/02/22 - 12/21/22 (Kdg - 8)

****ALL registration fees are non refundable and due at time of submission of registration application***

PRESCHOOL REGISTRATION

\$100.00 Registration fee, 12/27/21 - before 3/01/22 (New & Returning Preschool families)

\$200.00 Registration fee, after 3/02/22 - 12/31/22 (Returning Preschool families)

PRESCHOOL TUITION

3 years Old - \$1,450 (2 days/ week, Monday & Tuesday 9:00am - 11:00am)

4 years Old - \$1,750, Wednesday, Thursday, Friday 9:00am - 11:30am

4/ 5 years Old - \$2,250, Tuesday, Wednesday, Thursday, Friday 12:45pm - 3:05pm



2022 – 2023 STUDENT REGISTRATION

Preschool & Kindergarten through Grade 8

- **KDG-GR.8** \$250 Registration fee per family due at time of registration
(Includes: Educational fee & costs, Diocesan student tax, & technology fee)
- **Preschool** \$100 Registration fee per family is due at time of registration
Preschool (P3- Child must be 3 by August 1st) (P4 & PK- Child must be 4 by August 1st) (Kindergarten- Child must be 5 by August 1st)
- All registration fees are non-refundable

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

Please submit a copy of the following documents

- 1) Student's Birth Certificate
- 2) Baptismal Certificate
- 3) Immunization Records
- 4) Legal Custody Verification

Please complete and return

- 1) Completed Registration Packet
- 2) Transfer of Records (for New Students Grades 1-8)
- 3) Registration Fee-Kdg-Gr.8 per family
- 4) Registration Fee-Preschool per family

All registration fees are non-refundable

Students registered for the St. Mary School Kindergarten program will be screened at St. Mary School in March 2022.

TUITION: FACTS Management Company offers three (3) payment plan options:

(Please refer to page 6, in this packet, for more information on FACTS Management Company)

1. Full Payment due July, 2022
2. Semi-annual Payment due July, 2022 & January, 2023
3. An 11 month tuition payment plan, July, 2022 through May, 2023

Kindergarten–Grade 8 Tuition for the 2022-2023 School Year (Kdg student must be 5 years old by August 1, 2022)

Participating Parishioners of St. Mary Catholic Parish	Non Parishioners
\$4,000 per child	\$4,600 per child
\$7,500 for 2 children	\$8,500 for 2 children
\$10,600 for 3+ children	\$11,500 for 3+ children

Only Kindergarten through Grade 8 students can be included in the family plan.

Preschool Tuition for the 2022-2023 School Year (Rates posted apply to all Preschool students)

Preschool P3 Program (3 years of age)	Preschool P4 (4 years of age)	Preschool PK (4-5 years of age)
\$1,450 per child	\$1,750 per child	\$2,250 per child
9:00 - 11:00 AM Monday & Tuesday	9:00 - 11:30 AM Wed/ Thurs/ Fri	12:45-3:05 PM Tues/ Wed/ Thurs/ Fri
Child must be 3 by August 1, 2022, to enroll	Child must be 4 by August, 2022, to enroll	Child must be 4 by August, 2022, to enroll

Financial Aid

Families applying for Diocesan financial aid, as well as St. Mary Parish financial aid, must complete an online application with FACTS Management. The FACTS link is on our school website, smsberea.org. A \$35 application fee is required. The financial aid application must be received by March 15, 2022. Completing this application does not guarantee any financial assistance.



(Registration fee MUST be submitted with these forms)

2022 – 2023 STUDENT REGISTRATION

Preschool & Kindergarten through Grade 8

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(Includes: Educational fee & costs, Diocesan student tax, & technology fee)
- **Preschool** \$100 Registration fee per family is due at time of registration
Preschool (P3- Child must be 3 by August 1st) (P4 & PK- Child must be 4 by August 1st) (Kindergarten- Child must be 5 by August 1st)
- All registration fees are non-refundable

Name _____/_____/_____
(Last) (Father) (Mother)

Address _____

City _____ State _____ Zip _____

Phone Number (____) _____ Cell Number (____) _____

Email _____ Email _____

☐ We are Catholic, participating parishioners of St. Mary Catholic Church, attend Mass, and financially support the Parish weekly. **(Active parishioner membership verified prior to enrollment & tuition acceptance).**

☐ We are Non-Catholic.

St. Mary School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

STUDENT NAME(S)

GRADE

ETHNICITY

_____	_____	<input type="checkbox"/> Black/Afric Amer <input type="checkbox"/> Asian <input type="checkbox"/> Amer Indian <input type="checkbox"/> Unknown <input type="checkbox"/> White <input type="checkbox"/> MultiRacial <input type="checkbox"/> Hispanic <input type="checkbox"/> Native Hawaiian
_____	_____	<input type="checkbox"/> Black/Afric Amer <input type="checkbox"/> Asian <input type="checkbox"/> Amer Indian <input type="checkbox"/> Unknown <input type="checkbox"/> White <input type="checkbox"/> MultiRacial <input type="checkbox"/> Hispanic <input type="checkbox"/> Native Hawaiian
_____	_____	<input type="checkbox"/> Black/Afric Amer <input type="checkbox"/> Asian <input type="checkbox"/> Amer Indian <input type="checkbox"/> Unknown <input type="checkbox"/> White <input type="checkbox"/> MultiRacial <input type="checkbox"/> Hispanic <input type="checkbox"/> Native Hawaiian

New student will need special services, i.e. speech, remediation services, or LD services? ☐ Yes

→ _____
Signature of Parent/ Guardian Date

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

☐ Reputation ☐ Recommended ☐ Catholic Values ☐ Location ☐ Curriculum/ Academics ☐ Faculty

How did you hear about St. Mary Catholic School? _____

Financial Aid: Families applying for Diocesan financial aid, as well as St. Mary Parish financial aid, must complete an online application with FACTS Management. The FACTS link is on our school website, smsberea.org. A \$35 application fee is required. The financial aid application must be received by March 15, 2022. Completing this application does not guarantee any financial assistance.

For Office use only:

Tuition Total (*22-23) _____
Registration Fee _____
Check No. _____
Date _____



2022-2023 TUITION PAYMENT PREFERENCE FORM

St. Mary School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

Responsible Parent Name _____

(Please Print Clearly)

Address _____ City _____ Zip _____

Phone (____) _____ Email _____

Student Name 1) _____ 2) _____

3) _____ 4) _____

Payment options available for the 2022-2023 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, 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, 2022
The annual FACTS enrollment fee is \$0.

☐ 11 Monthly Payments: Due monthly (checking/ savings or credit card)
The annual FACTS enrollment fee is \$45.00

☐ Semi-Annual Payment: Due July 15, 2022 & January 15, 2023
The semi-annual FACTS enrollment fee is \$10.00.

REGISTRATION FEE PAYMENT SCHEDULE

New Registrants (per family)

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

\$250.00 Registration fee, (Kindergarten-Grade 8)

Returning Registrants, Preschool-Grade 8 (per family)

\$250.00 Registration fee, 12/02/21-3/01/22, (Kindergarten-Grade 8)

\$350.00 Registration fee, 3/02/22-12/31/22, (Kindergarten-Grade 8)

\$100.00 Registration fee, 12/04/21-3/01/22, (Preschool)

\$200.00 Registration fee, 3/02/22-12/31/22, (Preschool)

All registration fees are non-refundable

New sibling enrolling in SMS for Preschool or Kindergarten for 2022-23 School Year? Please complete a New Student Registration Packet. Kindergarten Screening will occur in March 2022.

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

➔ Responsible Parent Signature _____

Date ____/____/____



Tuition Management

FACTS provides flexible payment plan options to families at private and faith-based schools. Families can budget their tuition, making private school more accessible and affordable. Our process is simple, convenient, and secure.

To set up your FACTS agreement, visit your school's website and locate the FACTS link, or go to <https://online.factsmgt.com>

FACTS CONFIRMATION NOTICE

Once your information is received and processed by FACTS, you will receive a confirmation notice. This notice will confirm your payment plan information. Please check this information for accuracy, and contact your school or FACTS with any discrepancies.

Frequently Asked Questions

- **Is my information secure?**
Yes. Your personal information, including payment information, is protected with the highest security standards in the industry. For more information on security, visit [FACTSmgt.com/Security-Compliance](https://factsmgt.com/Security-Compliance).
- **When will my payments be due?**
Your payment schedule is set by your school, and your financial institution will decide the time of day your payments are processed.
- **What happens when my payment falls on a weekend or a holiday?**
Your payment will be processed on the next business day.
- **What happens if a payment is returned?**
Returned payments may be subject to a FACTS returned payment fee. Watch for a returned payment notice for additional information.
- **How do I make changes once my agreement is on the FACTS system?**
Changes to your address, phone number, email address, or banking information can be made at Online.FACTSmgt.com or by contacting your school or FACTS. Any changes to payment dates or amounts need to be approved by the school and the school will then need to notify FACTS. **All changes must be received by FACTS at least two business days prior to the automatic payment date in order to affect the upcoming payment.**
- **What is the cost to set up a payment plan?**
If an enrollment fee is due, the amount of the fee is indicated when setting up your agreement. If applicable, the nonrefundable FACTS enrollment fee will be automatically processed within 14 days of the agreement being posted to the FACTS system.

FACTS CUSTOMER SERVICE

We are committed to doing all we can to provide you with the highest quality customer service in the industry. Whether you want to view your account online or speak with one of our highly trained customer service representatives, FACTS is dedicated to serving you. **To view your payment plan details, log in to your FACTS account at Online.FACTSmgt.com. Customer Care Representatives are also available to assist you 24/7.**



School Name:	Student Name:	Gender:
School City:	Student ID#	Class of:

Student Residential Address	City	County	Zip	Phone	Student Parish/City	Language Spoken at Home

Name of School Student Entered From	School City	School State	Type of School	Entering Grade
			<input type="checkbox"/> Parochial <input type="checkbox"/> Public <input type="checkbox"/> Home School <input type="checkbox"/> Other	

Existing Educational Support	Public School District of Residence	Name of Public School In Student Area	Miles to School
<input type="checkbox"/> IEP <input type="checkbox"/> Accommodation			

Ethnicity			
<input type="checkbox"/> Native American	<input type="checkbox"/> Asian	<input type="checkbox"/> African American/Black	<input type="checkbox"/> Hispanic
<input type="checkbox"/> Native Hawaiian/Pacific Islands	<input type="checkbox"/> White	<input type="checkbox"/> Two or More Races	<input type="checkbox"/> Unknown/Other
<input type="checkbox"/> Do Not Wish to Disclose			

Sacraments	Date	Church, City, State
Baptism		
First Communion		
Confirmation		

Student Lives With	Last Name	First Name	Email Address	Occupation	Employer	Best Contact Number
<input type="checkbox"/> Natural Mother						
<input type="checkbox"/> Natural Father						
<input type="checkbox"/> Custodial M						
<input type="checkbox"/> Custodial F						
<input type="checkbox"/> Legal Guardian/Other						
<input type="checkbox"/> Parenting Plan/Custody Plan - Copy of plan needs to be provided to the school						

Parents/Custodial Parents	Religion	Parent Status
<input type="checkbox"/> Natural Mother		<input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Single <input type="checkbox"/> Remarried <input type="checkbox"/> Widowed <input type="checkbox"/> Deceased
<input type="checkbox"/> Natural Father		<input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Single <input type="checkbox"/> Remarried <input type="checkbox"/> Widowed <input type="checkbox"/> Deceased
<input type="checkbox"/> Custodial M		<input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Single <input type="checkbox"/> Remarried <input type="checkbox"/> Widowed <input type="checkbox"/> Deceased
<input type="checkbox"/> Custodial F		<input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Single <input type="checkbox"/> Remarried <input type="checkbox"/> Widowed <input type="checkbox"/> Deceased

Other Children in the Household/List Names & Birthdates		
1.	3.	5.
2.	4.	6.



School Year _____

LEGAL CUSTODY

(All enrolled families must complete this form)

1.	Child's Name _____	Grade _____
2.	Child's Name _____	Grade _____
3.	Child's Name _____	Grade _____
4.	Child's Name _____	Grade _____

Child's Residence

Street Address _____ City _____ Zip _____

Child(ren) reside with...

<input type="checkbox"/> Married, natural parents	<input type="checkbox"/> Divorced, natural parents shared parenting *
<input type="checkbox"/> Natural mother, step/adoptive father	<input type="checkbox"/> Only mother
<input type="checkbox"/> Natural father, step/adoptive mother	<input type="checkbox"/> Only father
<input type="checkbox"/> Grandparents (with legal custody)	<input type="checkbox"/> Other relative (with legal custody) Relationship _____
<input type="checkbox"/> Other Please explain _____	

Residential parent/ guardian information (Please Complete)

Name _____ Phone (____) _____
First Name Last Name

Address _____
Street Address City Zip

→ Signature _____ Date ____/____/____

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 information

Name _____ Phone (____) _____
First Name Last Name

Address _____
Street Address City Zip

* Does the non-residential parent have visitation rights? ☐ Yes ☐ No

* Is the non-residential parent responsible for paying tuition? ☐ Yes ☐ No

* Is there a court decision stating the non-residential parent shall NOT receive school information or attend activities? ☐ Yes ☐ No