St. Christopher Roman Catholic Church and School

Come...journey, follow and be inspired with us!

St. Christopher School

2018 – 2019

Admissions, Enrollment &

Re-registration Forms

Pre-Kindergarten

Kindergarten

Grades 1-8

&

New Students
Middle States Accredited

St. Christopher School Philosophy:
“BUILDING ON A TRADITION OF EXCELLENCE”

Our program of Catholic education relies on the basis of proven success and innovative educational experiences. We develop in our students a strong foundation in faith and the skills to become lifelong learners.

WE AS A CATHOLIC SCHOOL
COMMUNITY:

BELIEVE -- that each student enrolled at St. Christopher School is a unique and important person and that every facet of his/her life -- spiritual, emotional, intellectual, social and physical should be developed.

SEEK -- to help each individual develop as a thinking, caring Christian who respects all life and has the desire and ability to contribute constructively to the betterment of our world.

REALIZE -- that the educational process goes beyond the school. Thus, the developing of a shared commitment from the community, parents and school is a necessary ingredient in achieving these goals.
ADMISSION PROCESS:

The following are required for admission to St. Christopher School. We ask you to complete the forms and bring them, along with the supporting documentation and fees, with you on your child’s registration day to expedite the registration process:

- Application for Enrollment
- Non-Refundable Enrollment/Textbook Fee
- Copy of Birth Certificate
- Copy of Baptismal Certificate (if not baptized at St. Christopher Parish)
- Parish Verification Form

Students applying for admission in grades 1-8 and transferring from another school must provide:

- A copy of their most recent report card
- A letter of recommendation from their current teacher
- An entrance interview with our Principal or Assistant Principal.
St. Christopher School Tuition and Enrollment Rate Information

Registration forms cannot be processed without the accompanying enrollment/textbook fees.

**Tuition Information:** The annual tuition at St. Christopher School is determined after much prayer and consideration by the finance committee, administration and school board. Every effort is made to keep the financial obligations of families reasonable while affording them a quality Catholic education from highly qualified teachers and staff. **A generous parish subsidy greatly reduces the actual per student tuition cost to the amounts listed below.**

### Enrollment/Textbook Fee:
**Non-Refundable- separate from rate of tuition**
- $100.00 per student, **due on or before February 16, 2018**
- $150.00 per student, **after February 16, 2018**

### Program Fees:
**Non-Refundable, due on or before June 1, 2018**
- Technology Fee- $75.00 per student
- Home School Association Dues- $10.00 per family

### Grades K-8 Tuition ~ Parishioner Rate

<table>
<thead>
<tr>
<th></th>
<th>Per Student</th>
<th>Enrollment/Textbook Fee (prior to 2/17/18)</th>
<th>Yearly</th>
<th>Monthly</th>
<th>Weekly (40 Weeks)</th>
<th>Daily Based on 180 Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st Child</td>
<td></td>
<td>$100.00</td>
<td>$3,370.00</td>
<td>$337.00</td>
<td>$84.25</td>
<td>$18.72</td>
</tr>
<tr>
<td>2nd Child</td>
<td></td>
<td>$100.00</td>
<td>$5,650.00</td>
<td>$565.00</td>
<td>$141.25</td>
<td>$31.39</td>
</tr>
<tr>
<td>3rd Child</td>
<td></td>
<td>$100.00</td>
<td>$7,495.00</td>
<td>$749.50</td>
<td>$187.38</td>
<td>$41.64</td>
</tr>
<tr>
<td>Each additional child thereafter</td>
<td></td>
<td>$100.00</td>
<td>$1,470.00</td>
<td>$147.00</td>
<td>$36.75</td>
<td>$8.17</td>
</tr>
</tbody>
</table>

### Pre-Kindergarten ~ Parishioner Rate Tuition *Full Day* 4 Year Old Program

<table>
<thead>
<tr>
<th></th>
<th>Yearly</th>
<th>Monthly</th>
<th>Weekly (40 Weeks)</th>
<th>Daily Based on 180 Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>Per Child</td>
<td>$4,165.00</td>
<td>$416.50</td>
<td>$104.13</td>
<td>$23.14</td>
</tr>
</tbody>
</table>

*Pre-Kindergarten rates are tax deductible*
St. Christopher School Tuition and Enrollment Rate Information

Non-Parishioner Tuition ~ Not eligible for tuition assistance
Full Day, 4 Year Old Pre-Kindergarten through Grade 8

<table>
<thead>
<tr>
<th>Enrollment Fee</th>
<th>Yearly</th>
<th>Monthly</th>
<th>Weekly (40 Weeks)</th>
<th>Daily (180 Days)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Per Child</td>
<td>$100.00</td>
<td>$4,545.00</td>
<td>$454.50</td>
<td>$113.63</td>
</tr>
</tbody>
</table>

Tuition Discounts & Assistance
Families are encouraged to complete
BISON Fund Applications & CTGP

*Information is available in the school office please note there may be limited availability

| $400.00 voucher for Kindergarten Tuition if your child meets acceptance requirements | $100.00 discount per family on Pre-K Tuition, if a sibling is enrolled in Grades K-8 | $100.00 discount if tuition is paid in full by August 15, 2018 |

St. Christopher School Payment Information:

Tuition Payment Preference: Tuition for the 2018-2019 school year will be paid by:

Choose One:

- **Option 1: Payment in Full:** One single payment is due on or before August 15, 2018. This option entitles the responsible party to a $100.00 discount. This is payable directly to St. Christopher School.

- **Option 2: Ten Monthly payments beginning in August.** Automatic bank payments (ACH) through your checking or savings account may be made on the 15th of each month.

Choose One:

- We are selecting the Parishioner Tuition Rate.
- We are selecting the Non-Parishioner Tuition Rate.
St. Christopher School Tuition Rate Agreement

I (We) agree to make tuition payments for the 2018-2019 school year according to one of the options indicated on the preceding page regarding payment preference.

We agree as a condition for our child/children to attend St. Christopher School to pay tuition and fees listed on the tuition information page above. We understand that these fees are due and payable in order for our child/children to remain in the school. If payment is not received by the 15th of the month from August through May, we understand that a late charge of $25 will be added to each month when the payment is in arrears. We understand that a service charge of $25 will apply to all checks returned by the bank.

We understand that in order to qualify for the Parishioner Rate, we must be
(a) Registered in St. Christopher Parish or be an active parishioner of a parish without an elementary school
(b) A baptized Catholic
(c) Attending weekly mass as evidenced by use of church envelopes and verified by our parish 4x per year.
(d) If a family is not active- i.e. does not follow through on these responsibilities, they can lose their “active” status and will be held responsible for payment of tuition according to the “non-parishioner” rates.

We understand there is an early withdrawal fee of one month’s tuition.
We understand that the school shall have the right to legal action for non-payment of tuition and fees, and the parents will be responsible for the cost of collection. We agree to reimburse St. Christopher School the fees of any collection agency, which may be based on a percentage at a maximum of 33% of the debt, and all costs and expenses including reasonable attorney’s fees the school would incur in such collection efforts.

We understand that this registration and/or enrollment application will be voided if any outstanding balance from the previous school year’s tuition remains unaddressed.

New students to St. Christopher are accepted for up to 20 weeks. If behavior and academics are at a level which is commensurate with our standards, then permanent student status occurs.

I, (We) understand and agree to all terms as stated in this Enrollment Contract.

I, (We) have read the school policy regarding tuition and agree to abide by this policy.

Who will be financially responsible: Both Parents_____ Mother_____ Father_____ Guardian _____

Parent’s Signature: _______________________________ Date: ______________

Parent’s Signature: _______________________________ Date: ______________

For Office Use Only:  _____     _____      _______       $_______        #_______          $______     #________         $_____ _______

P/NP   PVF Tuit. Plan $ Reg. Fee # Check/Cash $ P. Fee # Check/Cash $ Total Amt. Due Date Rec’d
Application for Enrollment

Registration forms cannot be processed without accompanying enrollment/textbook fees.

Family Last Name: _____________________________ Phone: ______________________

Address: ___________________________________ City: _______________________ Zip Code: __________

Public school District: ______________________________________________________

Religion: ___________________ Parish: ___________________ Env.#: __________

Grades Pre-Kindergarten - 8 Students:

<table>
<thead>
<tr>
<th></th>
<th>Last Name: _____________________________ First: _____________________________ Middle: _____________________________</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Date of Birth: ________________________ Male/Female: ________________________ Grade Entering 2018-2019 ________</td>
</tr>
<tr>
<td>2</td>
<td>Date of Birth: ________________________ Male/Female: ________________________ Grade Entering 2018-2019 ________</td>
</tr>
<tr>
<td>3</td>
<td>Date of Birth: ________________________ Male/Female: ________________________ Grade Entering 2018-2019 ________</td>
</tr>
<tr>
<td>4</td>
<td>Date of Birth: ________________________ Male/Female: ________________________ Grade Entering 2018-2019 ________</td>
</tr>
</tbody>
</table>

Child’s Present Legal Guardians: __________________________________ Relationship: __________

LIVES WITH: Both Parents: ______ Mother: ______ Father: ______ Guardian: ______ Other: _______

*Please note: Grades, reports, and other mailings will be sent to both parents at the address or addresses identified in this packet unless the custodial parent or legal guardian of the applicant directs St. Christopher School IN WRITING to do otherwise.
St. Christopher School Family Information

Please fill out with the most current information for our records. The information provided in this application will be used for our School Messenger Notification System.

**Student Information:**
Student’s full legal name: ____________________________________________________________

Last                        First                       Middle

Grade Enrolling 2018-2019: ________________________________________________________

Address: ___________________________________________________________ Phone: __________________________
Street                 City                     Zip

Public School District: __________________________

Place of Birth: ___________________________________________ Date of Birth __________________________
City                   State                  Month/Day/Year

Gender: Male____ Female____
Age by Dec. 1, 2018: __________________________

Student Ethnicity: African American____ American Indian____ Asian____
Pacific Islander____ Hispanic____ White____ Other____

**Sacraments:**
Has your child been baptized in the Catholic Faith? Yes____ No_____

<table>
<thead>
<tr>
<th></th>
<th>Baptism</th>
<th>Penance</th>
<th>First Communion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Church</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City and State</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Father’s Information:**
Name of Father/Guardian: ____________________________________________________________

Last                        First                       Middle

Graduated from St. Christopher Yes____ No____ Year____

Address: ___________________________________________________________ Phone: __________________________
Street                 City                     Zip

Employer: __________________________ Business Phone: __________________________

Occupation: __________________________

E-Mail Address_________________________ Cell Phone: __________________________

Has Legal Custody? Yes____ No_____ Student Lives With: Yes____ No_____

Marital Status: Married:____ Divorced:____ Single:____


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Mother’s Information:
Name of Mother/Guardian: ____________________________________________
(Maiden) First Middle
Religion: __________________________________________ Graduated from St. Christopher Yes No Year
Address: __________________________________________ Phone: ______________
Street City Zip
Employer: __________________________________________ Business Phone: ______________
Occupation: __________________________________________
E-Mail Address: ____________________________ Cell Phone: ______________
Has Legal Custody? Yes No
Student Lives With: Yes No
Marital Status: Married:_________ Divorced: __________ Single: __________

Divorced or separated parents must provide a copy of any current court order or decree relating to the custody of this student.

Step-Parent or Guardian Information:
Name of Guardian: __________________________________________
Last First Middle
Religion: __________________________________________ Graduated from St. Christopher Yes No Year
Address: __________________________________________ Phone: ______________
Street City Zip
Employer: __________________________________________ Business Phone: ______________
Occupation: __________________________________________
E-Mail Address: ____________________________ Cell Phone: ______________
Has Legal Custody? Yes No
Student Lives With: Yes No

Student Educational History
Name of last school attended: __________________________________________ Grade:_________________
School Address: __________________________________________
Public School District:________________________________________

If there are no present openings in your child’s expected grade, would you consider being placed on our active waiting list? Yes No
Information Disclosure Form

We are committed to providing the best education for your child. Please provide the following information to enable us to achieve this goal.

Student Name:_____________________________________________________________ Grade Entering 2018-2019_______

Please explain any special needs/conditions/instructions of which the school should be aware:
  504 Plan_____ IEP_____ OT_______ PT________ Speech________

1. Are you aware of any special considerations required by your child, which may impact his or her ability to participate in all aspects of our education program?

   Yes __________   No________

   If you answered Yes, please describe these special considerations below;

   ● Academic:____________________________________________________________________________
     ______________________________________________________________________________________

   ● Behavioral:____________________________________________________________________________
     ______________________________________________________________________________________

   ● Physical:____________________________________________________________________________
     ______________________________________________________________________________________

   ● Social:____________________________________________________________________________
     ______________________________________________________________________________________

2. Have you ever been asked to withdraw your child from a particular school or daycare for disciplinary reasons? Yes___________ No________

   If Yes, please explain the circumstances:

   ______________________________________________________________________________________

Parent/Guardian Name: (please print) ________________________________________________________________

Parent/Guardian Signature: __________________________________ Date:________________________
Parish Verification Form
Diocese of Buffalo parishioner Verification Form for the 2018-2019 School Year

Parishioner Name:________________________________ / _______________________________________
Parent #1 - First, Last Name                          Parent #2 - First, Last Name

Address:__________________________________________________________________________________

City:___________________________________   State:________________ Zip Code:____________________

Phone:_________________________________________  E-Mail:_______________________________________

We are registered parishioners of: ____________________________________  Pastor:_________________
Parish Name & City

Our Child(ren) is/are enrolled at _____________________________________   Principal:_________________

Child #1: ________________________________________________________  Grade:_____________
Child #2: ________________________________________________________  Grade:_____________
Child #3:_________________________________________________________  Grade:_____________
Child #4:_________________________________________________________  Grade:_____________

Our family is dedicated to the faith formation of our child(ren). We attend mass as a family and support
our parish financially and through our involvement in parish activities and ministries.

Parent Signature:____________________________________________________ Date:______________

Parent Signature:____________________________________________________ Date:______________

**Please have your Pastor sign below, if you are NOT a parishioner of St. Christopher Parish:**

Pastor Signature:____________________________________________________  Date:_____________

This family is registered with our Diocese of Buffalo parish and meets the eligibility criteria for CTGP.

Pastor Signature:____________________________________________________  Date:_____________

Pastors, please retain the original document and send one copy of the signed form to the Catholic school
where the child(ren) is/are registered and one copy of the signed form to the family.
St. Christopher School Textbook Information - New Students Only

Textbook Request Form - Required to purchase student textbooks

(Please Print)

Student’s Name ____________________________________________________________

Last                                                   First                                                Middle Initial

Student’s Address __________________________________________________________

____________________________________________________________________________

Residing in Public School District:

Name of District___________________________________                   Number________

Loan of Textbooks

I hereby request the loan of textbooks in the name of _________________________________. I

(Student’s Name)

authorize _______________________________ to act on behalf of this student in identifying and ordering

(Non-Public School)

books for student use. I understand that all books loaned to this student by __________________________

(Public School District)

are to be maintained in good condition and that said student must pay for the loss of or excessive damage to said books.

Signature of Parent or Guardian:__________________________________________

Date:____________________________

This form is to be kept on file in the individual non-public school.
Release of Records
For students who are transferring from a previous school

Release of Records:

School Year:_______________

I. The Records of:

Student’s Name ________________________________________________________

Date of Birth _____________________________ Grade Entering__________________

I hereby authorize St. Christopher School to obtain verbal and written information for the purpose of educational planning from Administrators, Guidance Counselor and/or Teachers of;

_________________________________________________                      _________________________

Name of Present School  Phone

II. Records Involved (please check):

_____Academic  _____Health  _____Attendance

_____Standardized Test  _____Psychological  _____Other:__________________

III. All information obtained from this school will become the confidential property of St. Christopher Catholic School and is not subject to applicant or parental review.

_____________________________________________________                  ___________________

Signature of Parent/Guardian  Date

IV. To be released to/seen by: Cynthia Bryk, Principal, St. Christopher Catholic School

***This permission form will remain in effect for one year from date signed.***