



**CURRENT STUDENTS
REGISTRATION PACKET
2017-2018**

1453 Locust Lake Road
Amelia, OH 45102
(513) 753-4744
www.stbernadetteamelia.org



1453 Locust Lake Rd., Amelia, Ohio 45102
513-753-4744 www.stbernadetteamelia.org

January, 2017

Dear Parent/Guardian,

Thank you for choosing St. Bernadette School for the education of your child(ren). It's been a pleasure to work with you and your family this year. Once again, we pledge to work with you to facilitate academic, social and spiritual growth in all our students.

St. Bernadette School and Preschool have a tradition of academic excellence. Standardized test scores are above national and Archdiocesan levels, students achieve at or above their ability level, and graduates receive scholarship offers. Every parent can be proud to say, "My child is a student at St. Bernadette School!"

After you return the registration forms and fee, please register with FACTS, our tuition management system. In a few weeks, you will be mailed the forms that must be updated annually. Your registration is complete when your FACTS account has been opened, and all additional forms have been submitted. The entire parish community makes a substantial financial commitment to support the school, and because of this support, we are able to offer our quality education at a very reasonable price. An information page is included in this packet, outlining our tuition and fees.

As we did last year, we are working with the FACTS Grant and Aid program to determine additional financial assistance for participating parishioners. By applying with this program, you are automatically considered for the Archdiocesan Catholic School Grant. These grants are available to families regardless of their parish or religious affiliation. St. Bernadette parish also uses this application for families who are parishioners and are seeking an agreement for a reduction beyond the in-parish deduction. A link to the Grants and Aid Assessment is on our website under the admissions>registration tab. If you have any questions, please email Mark Armstrong at marmstrong@stbamelia-parish.org.

We will begin planning our classes for next year this spring. This includes establishing how many homerooms will be offered per grade and how many teachers will be hired. I appreciate your help in this matter by returning your registration as soon as possible. **After March 1**, registrations will be accepted on a first-come, first-served basis, and the registration fee increases to \$225.00. **Please do not wait!**

If you have any questions, please call me at 753-4744. Thank you again for choosing St. Bernadette School. I look forward to working with you in the coming months and years.

Sincerely,

A handwritten signature in cursive script that reads "Lizanne G. Ingram".

Mrs. Lizanne G. Ingram
Principal

St. Bernadette School 2017-2018

TUITION INFORMATION

Please read this page carefully.

Quality parochial schools are enormously expensive to operate; it is essential that tuition is paid in a timely and responsible manner. (Most families do, and for that we are grateful). Paid tuitions are part of the St. Bernadette budget, and no additional parish funds exist to make up for unpaid tuition.

TUITION

The tuition for one child of a participating parish family will be \$3,735.00 and for one child out of parish \$5,145.00. A discount per child is given for families with additional children enrolled in K through 8th grade. Use the following table to determine the tuition you will owe.

All families must **ENROLL** on-line with **FACTS Tuition Management** by creating an account. **Please note that the invoice option is only available for one pay!** We request on-line enrollment be completed no later than May 1, 2017. Acceptance will be finalized after on-line enrollment is complete. The business office will then add tuition on your Facts account for your review. A link to Facts Tuition is on the school website under registration.

Kindergarten through 8th Grade Tuition:

Number of Children	Non-Participating Tuition	Participating Parishioner Tuition
1	\$5,145.00	\$3,735.00
2	\$10,024.00	\$6,693.00
3	\$15,047.00	\$9,238.00
4	\$19,867.00	\$10,492.00

Preschool Tuition			
	3 yr old 2 days AM Only	4 yr old 3 days AM Only	4 yr old 5 days AM or PM
Tuition	\$1,700.00	\$1,900.00	\$2,300.00
Registration	\$125.00*	\$125.00*	\$125.00*
<small>*\$55 Supply fee included</small>			

PARISH TUITION ASSISTANCE

All children attending St. Bernadette School receive tuition assistance from the parish. The difference in tuition between Non-Participating and Participating Parishioner is additional tuition assistance St. Bernadette Parish offers to Participating Parishioners. St. Mary and St. Peter Parishes are eligible for this assistance as well. A letter from the pastor verifying Participating Parishioner status must accompany these forms for members of St. Mary's and St. Peter's Parishes each year.

See the Participating Parishioner Policy included in this packet for details.

PARTICIPATING PARISHIONER TUITION RATE POLICY

In order to receive the participating parishioner reduced rate of tuition, all of the following criteria must be met:

1) You must be baptized Catholic, and registered as a member of St. Bernadette Parish.

A family transferring from another Parish must present a letter from their previous pastor acknowledging them as Participating Parishioners. If it is acceptable to the Parish Office, this letter will qualify them for In Parish tuition assistance. If no letter is presented, the family will pay full tuition for one school year, during which time they can establish themselves as Participating Parishioners here at St. Bernadette Parish.

2) Participation in Sunday Mass at this parish on a regular basis (i.e., at least 50% of the Sundays) for the most recent calendar year from January 1 to December 31.

This is verified by the use of offering envelopes even if you contribute electronically. Any family not meeting their obligation will be contacted.

3) Be active in the life of the parish.

While this cannot be measured, it is expected that every family participate in parish events, either by offering time as a volunteer for activities and/or by participating in faith formation events in the parish.

4) Financially support the parish as best as you can afford.

There is not a set amount for this, nor does the parish assess each family, however, each family is expected to support the parish as best they can. The active parishioner tuition rate is dependent upon each family financially supporting the parish as best they can.

When the active parishioner tuition policy was revised in 2010-2011, a certain degree of adaptation was given to those who may not have remembered, understood, or fully adhered to the policy. However, since the policy is now well established, fulfilling at least 50% attendance at Sunday Mass is an absolute requirement, and not doing so will require that the full tuition rate be paid. Exceptions may be granted for justifiable reasons if the Parish Office is contacted *when the problem starts*.

If you have any questions or concerns, please contact Mark Armstrong at 753-5566, ext. 4 or marmstrong@stbameliaparish.org.

2017-2018
ST. BERNADETTE SCHOOL
APPLICATION FOR ENROLLMENT
(FOR NEW AND RETURNING STUDENTS)

For Office Use Only: Reg. Fee: \$125 / \$175 / \$225 Tech. Fee: \$115 per student, K-8 Date Paid: Cash/Check #: Rec'd by:

FAMILY NAME _____

ADDRESS _____
 CITY STATE ZIP

PHONE _____ E-MAIL _____

If you are registering for our pre-school, please indicate the class:
PRE-SCHOOL: ___ 3 yr. old - 2 days, am ___ 4 yr. old - 3 days, am or ___ 4 yr. old - 5 days, am
 ___ 4 yr. old - 5 days, pm

LIST THE NAME OF EACH CHILD APPLYING FOR ENROLLMENT BELOW

CHILD #1	_____	_____	_____	_____	_____	NEW or RETURNING (circle only one)
	First Name	Middle Name	Nick Name	Last Name	Grade	
CHILD #2	_____	_____	_____	_____	_____	NEW or RETURNING (circle only one)
	First Name	Middle Name	Nick Name	Last Name	Grade	
CHILD #3	_____	_____	_____	_____	_____	NEW or RETURNING (circle only one)
	First Name	Middle Name	Nick Name	Last Name	Grade	
CHILD #4	_____	_____	_____	_____	_____	NEW or RETURNING (circle only one)
	First Name	Middle Name	Nick Name	Last Name	Grade	

___ *Our child/children will not be returning to St. Bernadette School for the 2017-2018 school year.*
We will be enrolling at _____ School.

**PARISHIONER STATUS (SEE PARTICIPATING PARISHIONER POLICY IN THIS PACKET):
 PLEASE CHECK ONLY ONE:**

- We are participating parishioners at St. Bernadette Parish.
- We are participating parishioners at St. Mary's, Bethel (letter from Pastor attached).
- We are participating parishioners at St. Peter's, New Richmond (letter from Pastor attached).
- We are participating parishioners at _____ Parish (letter from Pastor attached).
- We are non-participating parishioners or not Catholic.

***A non-refundable registration fee of \$125.00 for Preschool and \$175.00 for K-8
 (payable to St. Bernadette School) must accompany these forms.
 If returned after March 1, 2017, registration fee for K-8 is \$225.00.***

***Copies of Birth Certificate, Baptismal Certificate (if applicable)
 and Up-to-Date Immunization Record will be needed for all new registrations.***

THE STATUS OF EVERY SCHOOL FAMILY RECEIVING TUITION ASSISTANCE WILL BE REVIEWED BY THE PASTOR AND THE BUSINESS MANAGER ON A REGULAR BASIS.

PAYMENT PLAN FORM

To be returned with other registration forms.

ALL FAMILIES MUST ENROLL WITH "FACTS TUITION", OUR TUITION MANAGEMENT SYSTEM.

There is no FACTS TUITION enrollment fee if you choose "payment in full", but this form must still be completed and you must enroll on-line with FACTS TUITION MANAGEMENT no later than June 1st! If you choose "two payments", the FACTS TUITION enrollment fee is \$20.00. If you choose the "monthly payment plan", the FACTS TUITION enrollment fee is \$46.00. *The enrollment fee will automatically be added to your first payment by FACTS.*

SELECT AN OPTION BELOW INDICATING PREFERENCE OF 5TH OR 20TH PAYMENT DATE:

PLEASE GO TO stbameliashool.org FOR THE FACTS TUITION MANAGEMENT LINK FOR PAYMENT REGISTRATION AND TUITION ASSISTANCE APPLICATION.

_____ Early pay in full by May 31st, 2017 for \$100 discount per family (K-8 only). Invoice or automatic withdrawal (ACH) option available.

_____ Payment in full, paid by July 5th or 20th, 2017 (circle one). Invoice or ACH option available.

_____ Two payments: one-half by July 5th or 20th, 2017 (circle one), the balance by December 5th or 20th, 2017. Only ACH option available.

_____ Monthly payments from July 5th or 20th (circle one), 2017 to April 5th or 20th, 2018. If enrolling after June 1, number of monthly payments will be adjusted to be paid in full by April 5th or 20th, 2018. Only ACH option available.

NO OPTION CHOSEN WILL DEFAULT TO THE MONTHLY PAYMENT PLAN WITH A \$46 FACTS FEE DUE THE 5TH OF EACH MONTH. REGISTRATION WILL BE FINALIZED AFTER ENROLLMENT WITH FACTS TUITION AND AFTER APPROVAL BY THE BUSINESS MANAGER AND THE PASTOR.

Email the Business Manager, Mr. Mark Armstrong, at marmstrong@stbameliaparish.org for further information or questions.

RETURN THIS FORM WITH THE OTHER REGISTRATION FORMS.

PARENT NAME (PRINT) _____ **DATE** _____

PARENT SIGNATURE _____

STUDENT(S) NAME(S) AND GRADE(S)

ST. BERNADETTE SCHOOL
1453 LOCUST LAKE ROAD—AMELIA, OH 45102—753-4744

PARENTAL SERVICE PROGRAM

FAMILY NAME _____

ADDRESS _____

TELEPHONE _____

The cost of educating one student at St. Bernadette School is approximately \$6,500.00 per year. The school greatly encourages parents to significantly assist the school and/or parish beyond tuition payments and Sunday offerings. The Parental Service Program provides families with opportunities to support the school. St. Bernadette Parish depends extensively on these volunteer efforts and on fund raising activities such as Festival to keep education affordable.

FESTIVAL:

Booth: _____

___ Same booth as last year

___ Assign me to any booth

OTHER SERVICE OPPORTUNITIES (check one or more):

___ Parish Committees

___ School cafeteria

___ Other: _____

___ Teacher assistance

Signature _____

Date _____