



SAINT FRANCES CABRINI PARISH

1025 South 7th Avenue; West Bend, WI 53095

262-338-2366

saintfrancescabrini.com

Saint Frances Cabrini School K3-8th Grade Registration and Tuition Payment Contract 2022-2023

Please complete all forms that are attached and return to the office by April 30th. **In addition to filling out and signing the attached forms please go onto Pro-Care and register for the school year online.** Registration implies the responsibility to cooperate with the policies of the Saint Frances Cabrini School Committee and Administration, and the guidelines of the Parish Council. If you have any questions regarding these policies, please contact the principal before finalizing your registration.

NOTE: If your child is new to SFC and entering grade K5 or higher, the student will be temporarily placed until we receive documentation from a prior school attended to determine actual classroom placement.

If a limited number of spaces exist at a grade level, then priority for enrollment will be given as follows:

1. Registered Parishioners with children in school including current K3.
2. Registered Parishioners without children in school.
3. Non-parishioners with children in school.
4. Non-parishioners without children in school.

All families ending the 2021-2022 school year (by July 1st) with an unpaid balance and without an approved payment plan should contact the principal before enrolling.

We do offer Educational Tuition assistance, especially during these times with a pandemic. We are committed to keeping our current families. Please reach out to the principal if you wish to request assistance.(More information on the next page)

Registration Fee

There is a Registration Fee of \$150 per student, with a maximum of \$450 per family, which **MUST** be included with this registration form in order to hold your place for next year. *After April 30th, the Registration Fee is \$200 per student.* (If you decide to withdraw by July 1st your money will be refunded.)

Stewardship

As a parish school we rely on parish stewardship to assist in subsidizing school operations. Please consider making stewardship donations to the parish.

KNOW HIM. LOVE HIM. SERVE HIM.

SAINT FRANCES CABRINI SCHOOL

262-334-7142

school.saintfrancescabrini.com

LITTLE SAINTS EARLY LEARNING CENTER

262-384-3210

school.saintfrancescabrini/little-saints

Tuition

	5 Day	3 Day	2 Day
K3 Half Day AM	\$2,868	\$2,534	\$2,204
K3 Full Day	\$4,852	\$3,856	\$3,196
K4 Half Day	\$2,868	X	X
K4 Full Day	\$4,852	X	X
K5-8th Grade	\$3,450	X	X

Multi-Child Discount

1 Child	\$ -
2 Children	-\$517
3 Children	-\$1,552
4 Children	-\$3,277

****If you are enrolling a K3 and K4 student the Multi-Child discount will be different then this standard calculation.**

Educational Fund Financial Assistance

Education Fund grants are available for students attending Full Day K3 through 8th grade. An Education Fund Grant Application must be completed in order to qualify for the grant. Our purpose is to ensure a fair and equitable distribution of grant funds to families via a process that maintains the privacy of applicants and awards the grants based on basic standards of need, asset and income levels, and parish community involvement.

****If you are interested in assistance please contact the principal for the proper forms.**

Before and After School Care

We offer before school care for students starting at 6:30a.m and going until 7:30a.m. We also provide after school care starting at 2:50p.m. and ending at 6:00p.m. If you plan on utilizing this service please indicate on the Enrollment/Re-Enrollment form.

Commitment to Adult and Family Faith Formation: SFC Rooted Program

An essential component of our school's Exemplary Status in the area of Catholic Identity and Mission is our two-fold educational outreach in the area of faith formation to parents and students together.

At Saint Frances Cabrini School, we are committed to educating both students as well as parents in the teachings of the Catholic Church. Faith formation does not occur only in a classroom. Faith formation is a shared partnership between parents, students, the parish staff, the parish community, our priests, and our teachers.

In an effort to assist you as the primary educators of your child the parish offers the Rooted program to you, at no cost!

Rooted is the parish's family faith formation program that is held monthly during the school year. It consists of faith formation activities and lessons for parents alone, for children alone, and also for parents together with their children. The adult education portions are taught by our priests. The sessions are offered on a Sunday morning and are repeated on a Wednesday evening; you may come to either as a family.

It is the parish and school's recommendation to take advantage of this opportunity. If Rooted does not work with your family schedule, you are highly encouraged to utilize other adult and family faith education resources that the parish makes available (for example: Formed.org). We are happy to offer additional resources to you as well upon request.

Participation and registration in the Rooted Program is **free** of charge for our families enrolled in our day school.

Registration materials for Rooted will be sent to your family this spring. Parents/ families who are not Catholic are also welcome to attend Rooted free of charge, if you discern it is appropriate for your family to do so in light of your specific faith background.

Please sign this form acknowledging that you have been made aware of the parish and school's mission to educate both our parents as well as our students as partners in the process of faith formation.

Signature _____

Saint Frances Cabrini Parish School 2022-2023 School Year K3-8th Grade Registration, Tuition Payment, and Covenant Agreement

Parish Members and non-parish members, Catholics and non-Catholics are equally welcome to enroll at Saint Frances Cabrini Parish School. No one will be denied the opportunity to enroll on financial grounds alone; generous grants are available, regardless of parish affiliation (see the Education Fund Grant Application form in this covenant). All mothers and fathers (sharing in any custody of your children) parish members and non-members, Catholics and non-Catholics, are required to review the conditions of this covenant and sign in agreement.

Saint Frances Cabrini Parish School Covenant Terms

Please acknowledge and agree to the following covenant points before signing (each parent having custody) at the bottom indicating your promise to abide by these points:

Saint Frances Cabrini Parish exists to make disciples of all nations by fostering a relationship with our Lord Jesus Christ, so that we may know Him, love Him, and serve Him, in the living tradition of the Catholic Church.

As a condition of my child/children's enrollment at Saint Frances Cabrini Parish School, **I agree:**

- For Catholics: to learn my faith on an adult level by engaging in ongoing formation, and to practice my faith according to the precepts and teachings of the Gospel and of the Catholic Church to the best of my ability, including attending Sunday Mass regularly, celebrating the Sacrament of Confession habitually, and supporting the mission of the Church with my financial and personal resources, including regularly volunteering my time to support parish ministries.
- For non-Catholics: to live a life of virtue; and I understand that no compromises on Church teachings, or on Catholic practices and customs will occur in our school environment, and that non-Catholics will be expected to attend school Masses and devotional services, participating to the limits allowed by the teachings of the Church.
- To attend a Safeguarding God's Children class (all parents and any volunteers must complete this class once)
- To ensure that my child/children complete all assigned homework, and to give their teachers whatever support is necessary as they seek to provide quality education; to participate in parent teacher conferences.
- To support and comply with the provisions outlined in the most current edition of the Parent and Student Handbook, and to support and comply with all other school policies.
- To meet the financial obligations in the amounts we have agreed to above; I understand that a change in my personal financial circumstances does not alter or negate my covenant responsibilities, and that I must submit an Educational Grant application to be considered for any financial assistance available from the parish.

Father's Name Printed: _____

Father's Signature: _____ Date: _____

Mother's Name Printed: _____

Mother's Signature: _____ Date: _____

Saint Frances Cabrini School
New Enrollment/Re-Enrollment Form 2022-2023 School Year

Name: _____

Address: _____ City, State, Zip _____

Phone #: _____ Email: _____

Online Re-Enrollment and New Enrollment

Re-Enrollment - Sign into your ProCare account and click “alerts”. After that click the button that says begin re-enrollment. <https://www.myprocare.com/>

New Enrollment - Follow this link. <https://www.myprocare.com/Default/EnterEmail>

Name of Child being registered	Catholic or Non (C or N)	Birthdate	School Grade (2022-2023)	Bus or Car?	Before School Care (M, T, W, TH,F)	After School Care (M, T, W, TH, F)

Other Subsidies and Fees

Our family will accept the SCRIP subsidy we earn to offset tuition costs: _____ Yes _____ No

Before/After School Care

We offer before school care for students starting at 6:30 am - 7:30 am and after school care starting at 2:50 pm - 6:00 pm. Homework Center is a service we provide to families for an hour after school Monday-Thursday. This is an hour of quiet time for students to work on their homework.

If you plan on utilizing these services, please indicate days/week and estimated time in the table above.

Family Name _____

THIS AGREEMENT is made and entered into this _____ day of _____, 2022 by and between Saint Frances Cabrini School and the parent(s) / guardian(s) herein referred to as Parents.

TUITION PAYMENT AGREEMENT

All families shall be expected to make tuition payments according to one of the following payment plans. Each family's preferred manner of payment must be **submitted each year** at the time of student pre registration (typically in February). Please **circle** an option for payment from the list below.

- A. **Full Payment.** Under this plan the entire amount of tuition is paid in August.
- B. **Monthly Payments.** Under this plan the entire amount of tuition is paid monthly over a twelve (12) month period beginning in July through June of the following year.
- C. **Two Installments.** Under this plan the first half of the amount of tuition is paid in October and the second half is paid in March.
- D. **Other.** Please explain.

Each of the options above can be paid through the preferred manner of payment listed below. Please select an option for payment method below.

- Monthly Checks
- Our Sunday Visitor(Online payment using Credit Cards or ATM/ Debit Cards)
- Electronic Funds Transfer (deducted on the 10th of each month)
- Procure Tuition Express(Online payment that will update to statements quicker)

Electronic Funds Transfer

If this option was selected please complete the following information and attach a voided check.

I/We hereby authorize **Saint Frances Cabrini Parish** to initiate debit entries and to initiate, if necessary, credit entries and adjustments for any debit entries in error to my/our account indicated below and Depository named below to credit and debit same entries to such account.

Depository Name _____

City, State & Zip _____

You must verify all account numbers with your bank

Bank Transit Number _____

Checking Account Number _____

Savings Account Number _____

This authority is to remain in full force and effect until Saint Frances Cabrini Parish has received written notification from one of the undersigned on its termination in such time and in such manner as to afford Saint Frances Cabrini Parish a reasonable time to act on it, i.e. one month notice of closing or changing accounts.

Signature Authorizing EFT Print Name Date

Signature Authorizing EFT Print Name Date

***Registration fees are not part of the tuition amount. These are paid when registration form is submitted.**