



January, 2017

Dear Parents,

Welcome to our school community! It is time to start enrollment for next school year. Enclosed, you will find all the information you need for this process.

Please note these very important dates:

January 29 – February 10: Enrollment for current students at St. Peter and St. Elizabeth St. Robert Regional School and their siblings. **To guarantee you child's spot, you must turn in your forms and deposit during this enrollment period.**

February 13 – February 24: Enrollment for new students whose families are registered at either St. Peter, St. Elizabeth Ann Seton, or St. Robert parish.

February 27: Enrollment opens to all.

Space in our preschool is limited; we anticipate both classrooms will once again reach capacity. Therefore, I urge you to return your paperwork as soon as possible.

As always, do not hesitate to call the office if you have questions regarding enrollment.

In Peace,

Joanna Collins
Principal
Mother Seton Preschool
636-946-6716

Scroll down for tuition policy and 2017-2018 tuition rates.



TUITION POLICY

Mother Seton Preschool

INTRODUCTION

The Parish Finance Committees of St. Elizabeth Ann Seton and St. Robert Bellarmine are responsible for the development of policy pertaining to tuition. A tuition structure and formula is then recommended to the Pastors for final approval. This tuition policy applies to families who have child(ren) enrolled in Mother Seton Preschool for the 2017-2018 academic year.

TUITION PAYMENT METHODS

All families are required to make tuition payments according to one of the two payment plans listed below. Each family's preference of payment plan must be submitted each year at the time of registration on the "Tuition Payment Contact."

OPTION 1 Full Payment: The entire amount of tuition is paid on or before August 1st directly to the parish. A tuition discount of \$100.00 will be applied to any family choosing option 1. **If full payment is not received by August 1st, the discount will not be given, and the contract is considered void, requiring a new contract including FACTS payment be signed.**

OPTION 2 Monthly Payments: The entire amount of tuition is paid monthly over an 11-month period beginning in August. This method is paid through the FACTS Tuition Management Plan. This plan is an automatic cash transfer of tuition funds from your checking statement or savings account (ACH) or by credit card. Those choosing this plan will authorize their bank to make automatic monthly payments to F.A.C.T.S. on either the 5th, 10th, 15th or 20th of the month. There is no fee for this service. If you miss a monthly payment due to insufficient funds, you will automatically be charged a \$30.00 missed payment fee from F.A.C.T.S. and an insufficient funds penalty will occur from your own banking institution. Families are required to set-up their FACTS account by July 15. (See the enclosed Orange sheet.)

AUGUST REGISTRATION

Families registering after August 1 shall be expected to fulfill their tuition obligation according to the tuition policy stated above. Tuition for students registering on or after the first day of school shall be prorated based on academic quarters, according to the school calendar.

IN CASE OF MULTIPLE HOUSEHOLDS

If parents are divorced or separated and wish to share their tuition obligation, each parent must complete and sign a separate Tuition Payment Contract, indicating the percentage for which they will be responsible. Each parent will then create a FACTS account. Should either parent default on their tuition, the parent with primary legal custody is responsible for all tuition.

LATE PAYMENTS

Should you incur some financial crisis; the office can call FACTS management to stop an automatic withdrawal—if enough notice is given to us. It is the responsibility of each school family to inform the office of their need to make any changes in their preferred tuition payment plan at least 5 working days BEFORE payment is due. The FACTS plan is flexible and can be adjusted if necessary.

It is the obligation of each school family to keep tuition payments current during the time of enrollment. Failure to make payments is a serious matter. If payments are not made within the allotted time and suitable arrangements have not been made, you will be informed that your child(ren) will not be readmitted to school according to the “Non-Admission” specifications of this policy. Furthermore, students will not receive report cards until tuition payments are current.

In cases where there is an unpaid balance and the student(s) does not return to St. Elizabeth-St. Robert Regional Catholic School records shall not be forwarded to any new school until all unpaid balances have been paid in full. All unpaid accounts, which have not been satisfactorily resolved with the parish office, will be sent to a collection agency.

- **Please note that preschool tuition is billed separately from the elementary school tuition and is not part of the “Family Plan.”**
- **Students who attend Mother Seton Preschool five days a week for one full year will receive a tuition reduction of \$500 per year in both Kindergarten and First Grade at St. Elizabeth-St. Robert Regional School.**

2017-2018

REGISTRATION FEES

There is a non-refundable registration fee of \$100.00 due at the time of registration. Your registration is not complete without this fee.

TOTAL TUITION with HOME & SCHOOL FEES

Three days a week	Five days a week
\$3064.00	\$4656.00

PAYMENT PLANS

Option 1

Option 2

Days per Week	Full payment with \$100 discount	Monthly payment with FACTS
Three	\$2964	\$3064.00 (11 PAYMENTS OF \$278.55.)
Five	\$4556	\$4656.00 (11 payments of \$423.27)