



January 19, 2018

Dear Parents,

Welcome, and thank you for your interest in Mother Seton Preschool.

**Please carefully read the following information:**

- **Every family is required to register with the FACTS Payment Program** to cover all programmatic costs with a single account (*Seton Regional Catholic School, Mother Seton Pre-School as well as for use of any Extended Day Care Programs*).
- **All payments will be coordinated through the School Office from a single FACTS platform**, rather than the current three separate platforms in the sponsoring parishes. (Note: tuition for the Pre School and Regional School still remain distinct.)
- **Mother Seton Preschool Tuition is as follows:**
  - Three days per week, \$3202
  - Five days per week, \$4842

**The Timeline for Registration follows:**

- **From January 28<sup>th</sup> through February 16<sup>th</sup>** registration of *students and their siblings who are currently enrolled in Seton Regional Catholic School and Mother Seton Pre-School* (registered parishioners or non-parishioners) will be accepted.
- **From February 16<sup>th</sup> through March 18<sup>th</sup>** registration of *new students who are registered parishioners for the sponsoring parishes of St. Elizabeth Ann Seton, St. Peter, and St. Robert Bellarmine* will be accepted.
- **After March 18<sup>th</sup>** registration of *students from families unaffiliated with the three parishes* will be accepted.

**For any registration to be considered complete, all forms must be returned with all requested information and a \$100 registration fee must be paid.**

Should you have any further questions regarding registration please contact the School Office at **636-946-6716**.

Asking God's blessings on your family  
and the entire *Seton Regional Catholic School and Mother Seton Preschool* community,

Joanna Collins  
Principal  
Seton Regional Catholic School  
Mother Seton Preschool



## **TUITION POLICY**

### **Mother Seton Preschool**

#### **INTRODUCTION**

The school administration is responsible for developing the policy pertaining to tuition. A tuition structure and formula is then recommended to the Pastor for final approval. This tuition policy applies to families who have child(ren) enrolled in Mother Seton Preschool for the 2018-2019 academic year.

Mother Seton Preschool is completely self-sustaining. It receives no tuition subsidy from any parish. Therefore, the tuition is distinct from the tuition of Seton Regional Catholic School and is not part of the "Family Plan" tuition structure.

#### **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 1<sup>st</sup> directly to the school. A tuition discount of \$100.00 will be applied to any family choosing option 1. **If full payment is not received by August 1, 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 5<sup>th</sup>, 10<sup>th</sup>, 15<sup>th</sup> or 20<sup>th</sup> 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.)

#### **LATE 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 on a monthly basis, 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 of tuition for which they are responsible. Each parent will then create a FACTS account. If one parent defaults on their tuition, the parent with primary legal custody is responsible for all tuition.

### **LATE PAYMENTS**

Should you incur some financial crisis; the school can call the 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 school 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 very 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 tuition is delinquent by 60 days or more, attendance will be suspended until payment arrangements have been made with the school office.

- **Please note that preschool tuition is billed separately from the elementary school tuition and is not part of the “Family Plan.”**
- **Elementary and preschool tuition can share the same FACTS account.**
- **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 Seton Regional Catholic School.**

# MOTHER SETON PRESCHOOL

## TOTAL TUITION For the 2018-2019 School Year

<b>Three days a week</b>	<b>Five days a week</b>
<b>\$3202.00</b>	<b>\$4842.00</b>

*There is a non-refundable deposit of \$100.00 per student due at the time of registration.*

### Payment Plans

<b>Days per Week</b>	<b>One Payment before August 1</b>	<b>FACTS Monthly Payments Beginning in August</b>
Three	\$3202.00 <u>-\$100.00*</u> \$3102.00	\$3202.00  (11 PAYMENTS OF \$291.10.)
Five	\$4842.00 <u>-\$100.00*</u> \$4742.00	\$4842.00  (11 PAYMENTS OF \$440.18)