

# St. Charles School

526 Renson Rd., Hartland, WI 53029  
262-367-2040 www.stcharleshartland.com

## REGISTRATION / FINANCIAL COMMITMENT CONTRACT

2010 - 2011 School Year

Father's Full Name \_\_\_\_\_

Mother's Full Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Phone (H) \_\_\_\_\_ Phone (C) \_\_\_\_\_ Phone (W) \_\_\_\_\_

Primary Email Address \_\_\_\_\_

<u>Student's Name</u>	<u>Grade</u>		<u>Student's Name</u>	<u>Grade</u>	
	<u>10-11</u>	<u>D.O.B.</u>		<u>10-11</u>	<u>D.O.B.</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

### TUITION SCHEDULE – ADDENDUM A INCLUDED IN REGISTRATION PACKET

#### Tuition Payment—Check one:

\_\_\_\_\_ As a registered, supporting member of St. Charles Parish, I agree to pay the total scheduled tuition cost for my child/ren of \$\_\_\_\_\_ by August 15, 2010.

\_\_\_\_\_ As a registered, supporting member of St. Charles Parish, I will use the Smart Tuition Program Payment Plan. Forms must be completed and included with registration / financial commitment form.

\_\_\_\_\_ As a non-parishioner, I will pay a higher rate than that of a parishioner. (See Tuition Schedule)  
My/our current Parish is: \_\_\_\_\_.

#### Fundraising—Check one:

\_\_\_\_\_ I will volunteer at least 50 hours.

\_\_\_\_\_ I will pay \$250.00 and volunteer at least 25 hours.

\_\_\_\_\_ I will pay \$500.00 (\$10/hour for 50 hours).

#### Church Support—Initial each one:

\_\_\_\_\_ I/we will attend Mass regularly with our child/ren.

\_\_\_\_\_ I/we will participate in Parish activities.

\_\_\_\_\_ I/we will contribute financially to the Parish (a minimum of \$10 per week for all 52 weeks). Not applicable to families paying non-parishioner tuition rate.

#### Registration Fees:

**Current School Families:** Nonrefundable Registration Fee of **\$100.00 per student** or a family **maximum of \$300.00** made payable to St. Charles School. **New School Families:** Nonrefundable Registration Fee of **\$200.00 per student** or a family **maximum of \$500.00**. Registration fee will be applied as a tuition credit.

I agree to the tuition payment, fundraising and church support commitment. I have read and I understand the financial commitment contract and policies. I fully agree to comply with the requirements.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

OVER

## Church Support

As a Parish community, St. Charles recognizes that the financial support for the Christian education of its children through the elementary school is a very important responsibility. This financial responsibility is shared by the parish families through parish support and the school families through parish support, tuition and fundraising efforts. If for some reason you are unable to pay parish support, please contact the Pastor.

The Catholic School is an integral part of the total parish community and depends upon the active involvement of parents not only in religious formation of their children but also in financial support of the parish.

## Tuition

Included in your packet you will also find a tuition schedule – Addendum A. The proposed tuition is subject to Parish Council budget approval. Actual tuition charged will not exceed this proposed amount. If requesting tuition assistance, please request a Tuition Assistance (TADS) instruction form from the school office. This is an on-line assistance request and must be submitted to TADS by July 1, 2010. Parents will be notified on assistance decisions as soon after July 1, 2010 as possible.

All alternative arrangements must be agreed upon with the principal **on an annual basis**. The principal's signature on the financial commitment form indicates agreement with the family.

## Late or Non-paid Tuition

A student may be dismissed in the second semester for non-payment of tuition if a sufficient attempt to meet financial obligations has not been demonstrated. Non-payment of an agreed upon prior year's tuition will result in non-admission for the following school year. St. Charles withholds student records because of non-payment of tuition. The final decision to dismiss a student during the second semester or to deny admission for the following year rests with the Pastor after consultation with the Principal.

## Smart Tuition Program

Our school participates in the SMART Tuition Management Program, allowing for multiple payment options. There is an annual non-refundable administrative fee of \$43.00 whether you select payment by automatic deduction or payment by check or money order for enrollment in the SMART program. The registration fee is incorporated in calculation of monthly payments. This company handles the tuition collection, correspondence and administration of the \$15.00 late fee.

SMART Tuition forms are available upon request from the School Office and included in your registration packet. It is important that forms are submitted with your completed registration / financial commitment form.

Final acceptance of registration requires the signature from the Principal at St. Charles School.

\_\_\_\_\_  
Michael Halstead, Principal

\_\_\_\_\_  
Date

## Office Use Only

<b>Date</b>	
<b>Registration Fee Paid</b>	
<b>Check #</b>	
<b>Volunteer Hours Paid</b>	
<b>Check #</b>	
<b>Smart Form</b>	