

Registration Form 2019-2020

Family Information

List registering students in order of birth, from oldest to youngest.

Family Name: _____							
Student's Name (First, MI, Last)	Gender	Birth Date	Current School	Grade Now	Entering Grade	Pre-K 3	Pre-K 4

Parent/Legal Guardian #1	Parent/Legal Guardian #2
First Name:	First Name:
Last Name:	Last Name:
Home/Cell:	Home/Cell:
Work:	Work:
Email:	Email:
Street Address:	Street Address:
City/ZIP:	City/ZIP:
Is this the child(rens)'s primary address (Y/N)?	Is this the child(rens)'s primary address (Y/N)?
School District:	School District:

Emergency Contact #1	Emergency Contact #2
First Name:	First Name:
Last Name:	Last Name:
Relationship:	Relationship:
Phone:	Phone:
Cell:	Cell:
Work:	Work:

*Parent/Legal Guardian will be contacted first in an emergency. Please list 2 additional emergency contacts in case parents/guardians cannot be reached.

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Demographics Information

St. Agnes School does not discriminate against its applicants, students, and/or their families on the basis of race, color, religion, gender, and/or disability.

<p><i>*Child(ren)'s Religion:</i></p> <p><i>A Family/Parish Validation Form must be submitted annually to be eligible for Parish-Subsidized Tuition.</i> If you are registered as a member of a Catholic parish, please indicate it below.</p>	<p><i>*Student Race/Ethnicity (Check all that apply):</i></p> <p><input type="checkbox"/> Native American/Alaskan Native <input type="checkbox"/> Asian/Pacific <input type="checkbox"/> Black <input type="checkbox"/> White <input type="checkbox"/> Other _____</p> <p><input type="checkbox"/> Hispanic <input type="checkbox"/> Non-Hispanic</p>
<p><i>Home Parish:</i></p>	

Volunteerism and Financial Commitment

At St. Agnes School, we take pride in our superior academics, caring tradition, and passion for service. Volunteer efforts save our school—and also our parents—thousands of dollars every year by keeping our operating costs low. We cannot succeed in our educational mission without the full commitment of every family to fulfill their financial and volunteer expectations.

Our parents' volunteer work includes (but is not limited to):

- Running fundraisers
- Maintaining the grounds
- Supporting classroom learning
- Coaching extra-curricular activities

REGISTRATION FEES

Preschool

Early Registration by March 1st \$50
Registration by May 1st \$75
After May 1st \$100

Kindergarten - Grade 6

Early Registration by March 1st \$100
Registration by May 1st \$125
After May 1st \$150

Payment Plans and Information

For your convenience, St. Agnes School uses FACTS Tuition Management System (see Page 6) to manage your billing and payment needs. We offer the following payment plan options:

- Annual (1 total payment due July 1)
- Semi-annual (2 equal payments due July 1 and January 1)
- Quarterly (4 equal payments due the first of July, October, January, and April)
- Monthly (12 payments, due the first of each month starting July 1)

A late fee of \$20 will be assessed on all payments not received within 2 weeks of due date. A \$30 returned check fee or funds unavailable fee will be applied by FACTS as applicable.

*Families in need of **Financial Assistance** should contact the school office at (585) 226-8500 and apply online via FACTS by April 30th*

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Fundraising Events

A large portion of St. Agnes School’s annual operating costs comes from our popular fundraising events, which are made possible through the work of committed parent volunteers. We require that families of students K-5 participate in 2 events, while Pre-K families participate in one. To help us with scheduling, please select 2 or 3 of our events that best fit your interests and schedule.

- Race for Education | September 2019
A 5K and Fun Walk for families with a focus on healthy choices
- Harvest Tastings and Silent Auction | November 2019
Beer/Wine/Food Tasting Holiday event and Silent Auction
- 10 Trip Raffle | March 2020
Buffet dinner, raffles, 50/50s, and a chance to win one of 10 fantastic trips
- Annual Golf Classic | June 2020
- St. Agnes School Yard Sale | June 2020

For more information about any of the events, please call the school office at (585) 226-8500.

Time, Talent, Treasure Commitment

In order to keep tuition costs as low as possible, St. Agnes School relies on parent volunteers to provide essential services and support to the school community. Please read the following options, and check one or more ways in which your family would like to support St. Agnes School. This is required for K - 6 families.

Time	Talent	Treasure
<input type="checkbox"/> Work 2 additional events: _____ _____ <input type="checkbox"/> Serve on the PTO committee <input type="checkbox"/> Promote St. Agnes School at churches and local businesses around the community (Report to Recruitment/Marketing) <input type="checkbox"/> Idea for gift of your time: _____	<input type="checkbox"/> Seasonal Exterior Decorating (Urns, Stairs, Wreaths) <input type="checkbox"/> Trade work: Electrical, Plumbing, Painting, Cleaning, Landscape, etc. (report to Building/Grounds) <input type="checkbox"/> Marketing, Advertising, Graphic Design (Marketing Committee) <input type="checkbox"/> Cooking for events (Food Committee) <input type="checkbox"/> Yearbook <input type="checkbox"/> Photography <input type="checkbox"/> Seeking donations/Donor relationships (Development) <input type="checkbox"/> Web design <input type="checkbox"/> Technology <input type="checkbox"/> Gardening <input type="checkbox"/> Social Media (Marketing) <input type="checkbox"/> Fundraising Committee <input type="checkbox"/> Idea for gift of your talent: _____	<input type="checkbox"/> Unrestricted gift

Preschool Registration

Note: If your family includes Preschool and Kindergarten - 6th grade students, a multi-child discount will be applied. Ms. Jensen or Mrs. Fetzner will contact you with additional information.

Payment Calculation Worksheet

4 Year Old Preschool Tuition Rates						Total Cost
# of Children	Day Options		Tuition/Fees	Preferred Days		
	3 Half Days		\$1531			\$
	4 Half Days		\$2174			\$
	5 Half Days		\$2553			\$
	3 Full Days		\$3362			\$
	4 Full Days		\$4482			\$
	5 Full Days		\$5291			\$
3 Year Old Preschool Tuition Rates						
	2 Days (Mon/Wed) (Tues/Thurs)		\$1019			\$
PreK4 Full Day Students Milk Program (Served at Lunch) – Due July 1						
Student Name	Lunch or Snack (K – 6)	1% or Skim or Choc.	Pre-K All Day (\$27/yr) 1 milk only	K-6 One Milk (\$45/yr)	K-6 Two Milks (\$85/yr)	
						\$
						\$
						\$
Total Tuition/Fees Commitment for 2019-2020 (Add up column total)						\$
<i>I understand that these charges will be billed to me through my FACTS account.</i>						Initial:
<i>Office Use Only—</i>						<input type="checkbox"/> FACTS Enrolled
Date:		Amount:		Check #:		

*After school care from 2:00pm -6:00pm is available for PreK4 Full Day students at our Stay and Play Program. Stay and Play is based on a hourly rate and billed separately. A sign up form will be sent home in our August Information Packet.

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Kindergarten through 6th Grade Registration

Note: If your family includes Preschool and Kindergarten - 5th grade students, a multi-child discount will be applied. Ms. Jensen or Mrs. Fetzner will contact you with additional information.

Payment Calculation Worksheet

K - 6 Tuition Rates (Parish Sponsored)*						Total Cost
# of Children	Enrolling Class		Tuition/Fees			
	1 student		\$4673			\$
	2 students		\$7009			\$
	3 or more students		\$8878			\$
K-6 Tuition Rates (Non-Parish)						
	1 student		\$5909			\$
	2 students		\$9159			\$
	3 or more students		\$11,818			\$
K-6 Book Bill – Due July 1				# of Students		
<i>(Covers cost of workbooks and other classroom materials)</i>						
\$85 per student billed to FACTS						\$
Milk Program (Served at Lunch and/or Snack) – Due July 1						
Student Name	Lunch or Snack or both (K – 6)	1% or Skim or Choc.	Pre-K All Day (\$27/yr) 1 milk only	K-6 One Milk (\$45/yr)	K-6 Two Milks (\$85/yr)	
						\$
						\$
						\$
Total Tuition/Fees Commitment for 2019-2020 (Add up column total)						\$
<i>I understand that these charges will be billed to me through my FACTS account.</i>						Initial:
Office Use Only—						<input type="checkbox"/> FACTS Enrolled
Date:		Amount:		Check #:		

A signed Parish Validation form must be submitted by September 30, 2019 to be eligible for Parish Sponsored Tuition Rates to apply.

After school care from 2:00pm -6:00pm is available for students at our Stay and Play Program. Stay and Play is based on a hourly rate and is billed separately. A sign up form will be sent home in our August Information Packet.

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FACTS Tuition Management System

All families are required to sign up for billing and/or payments through FACTS. Returning families already enrolled in FACTS do not need to re-enroll. If you would like to make changes to your payment schedule or banking information, log on to your account or contact the FACTS Family Help Line at 1-866-441-4637 or the school office.

St. Agnes School has partnered with FACTS Management Company to offer payment plans for your tuition/fee payment obligations. FACTS serves over 6,000 schools nationwide and is the largest provider of payment plans to faith-based and private PK-12 schools in the country. Nearly 2 million families enjoy the convenience and flexibility offered by their services, including:

1. **Easy Enrollment Process:** Visit www.stagnesavon.org and click on the FACTS logo to enroll
2. **More Flexible Payment Options:** Once you enroll in FACTS, you can choose your payment plan, selecting a payment method that works for your family, such as:
 - a. An invoice mailed to your home so you can pay by check
 - b. An invoice delivered electronically for online payment
 - c. Automatic debit from a savings or checking account
3. **Convenient & Secure Account Management:** Access your account via FACTS' secure website 24/7 (<https://online.factsmgmt.com>) to check your account balance, make a payment, add a bank account or authorized payer, update your information or contact an account manager.

There is no fee to enroll in a payment plan. *Please know that FACTS will be serving all families in our school. If you do not choose a payment plan, one will be chosen for you!*

Tuition Contract

The educational programs at St. Agnes School are a stellar example of what can be accomplished when gifted educators and committed families work together. As the financially responsible party, I understand that if I fail to honor my financial obligations, my child's school records, including the final report card for the year, will be withheld until all obligations are honored. Additionally, I understand that the Diocese of Rochester policy states the following and will be honored by St. Agnes School:

- Tuition not received within 30 days of the due date will result in documentation in a student's file
- Students whose tuition falls 60 days in arrears, may be removed from the school unless an exception is granted by the Superintendent of Schools and the Chief Financial Officer.
- Any tuition that remains uncollected at the end of the school year should be considered for placement with a collection agency.
- No students will be accepted at any other Catholic school within the Diocese of Rochester if they are carrying a past due balance from any other Catholic school within the Diocese of Rochester.

Parent/Guardian Signature

Parent/Guardian Signature

Date

Date

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Family Information

St. Agnes School belongs to the Diocese of Rochester, which requires us to collect the following information about our families each year. If you have questions, please contact the school office at (585) 226-8500.

Family Name:				
	Parent/Legal Guardian #1	Parent/Legal Guardian #2	Parental Substitute	
Relationship to Student(s)				
St. Agnes School Alumni? Year?				
Religion				
Occupation				
Business Name				
Citizenship (If other than U.S.)				
<i>Check all that apply:</i>				
Married				
Separated				
Divorced (Indicate Custodial Parent)				
Remarried				
Widowed				
Single				
Deceased (give date)				
Other Children/Family Members in Household				
<i>Student's Last Name</i>	<i>First Name</i>	<i>Birth Date</i>	<i>Relationship</i>	<i>School or Preschool (If Applicable)</i>

Thank you for completing your registration for St. Agnes School!

Please return these forms to the St Agnes School office with the applicable registration fee. As always, if you have any questions or concerns, please contact the school office at (585) 226-8500.