

Registration Form 2022-2023

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 phone:	Work phone:
Email:	Email:
Street Address:	Street Address (if different):
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 phone:	Work phone:
Email:	Email:

*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>*Child(ren)'s Religion:</p> <p><u><i>A Family/Parish Validation Form must be submitted annually to be eligible for Parish-Subsidized Tuition.</i></u> If you are registered as a member of a Catholic parish, please indicate it below.</p>	<p>*Student Race/Ethnicity (Check all that apply):</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>Home Parish:</p>	

Financial Commitment

Registration Fee Information

REGISTRATION FEES per family

(one fee per FAMILY based on oldest student)

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

Registration Fee is due by cash or check at time of Registration.

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*

Fundraising Commitment

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. **PreK3 and PreK4:** Please choose **1 event** or make an unrestricted donation. **K-6:** Choose whether you will volunteer for **2 events** or make an unrestricted donation.

- Harvest Tastings and Silent Auction | November 5, 2022
Beer/Wine/Food Tasting Holiday event and Silent Auction
- Kickball Klassic | Early May 2023
- Annual Golf Classic | June 2023
Golf and Raffles

**Please note that all events you commit to include a few start up meetings and participation in the actual event that day.*

If you are interested in making a donation in place of volunteering, please contact Mrs. Dowd at (585) 226 - 8500 or by email at elizabeth.dowd@dor.org.

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

Service Commitment

It takes a Village!

All PreK- Grade 6 Families

At St. Agnes School, we believe in being strong role models for our children. We ask that our families please choose 1 committee below that you can help volunteer with this year. *Please note that the next step in August will be to choose at least 2-3 specific activities and that you can plan ahead and commit to.*

- Buildings & Grounds Committee (Back to School Yard Cleanup, Mid-Year Deep Clean, Spring Yard Cleanup, Seasonal Decorations, General Maintenance)
- PTO Committee (Student Traditions, Family/Teacher Fun, Holiday Fun, Book Fair, Santa Sale, Yard Sale)
- Food Committee (Hot Lunch Pickup or Server, Pizza Lunch Pick Up, Thanksgiving Feast Cook or Server, and End of Year Picnic)

If you have another talent or skill that can help our school, please let us know.

Preschool Registration

Note: If your family includes Preschool and Kindergarten - 6th grade students, a multi-child discount will be applied. Mrs. Dowd 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	\$1900			\$
	5 Half Days	\$2900			\$
	3 Full Days	\$3800			\$
	5 Full Days	\$5900			\$
3 Year Old Preschool Tuition Rates					
	2 Days (Tues/Thurs)	\$1200			\$
	3 Days (Mon/Wed/Fri)	\$1800			
PreK4 Students Milk Program (Served at Snack or Lunch) – Due July 1					
Student Name	1% or Skim or Chocolate (choose 1)	PreK4 may order milk for snack and/or lunch (Mark S or L or S/L)	3 milks per week= \$54 year 5 milks per week= \$90 year	*Double the amount for 2 milks per day at snack and lunch (Mark x2)	
			\$		\$
			\$		\$
			\$		\$
Total Tuition/Fees Commitment for 2022 – 2023 (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 an hourly rate and billed separately. A sign-up form will be sent home in our End of Summer Information Packet.

Kindergarten – 6th Grade Registration

Note: If your family includes Preschool and Kindergarten - 6th grade students, a multi-child discount will be applied. Mrs. Dowd 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	\$5300			\$	
	2 students	\$7800			\$	
	3 or more students	\$9800			\$	
K-6 Tuition Rates (Non-Parish)						
	1 student	\$6400			\$	
	2 students	\$9900			\$	
	3 or more students	\$12,800			\$	
K-6 Book Bill – Due July 1 <small>(Covers cost of workbooks and other classroom materials)</small>				# of Students		
\$85 per student billed to FACTS					\$	
Milk Program (Served at Lunch and/or Snack) – Due July 1						
Student Name	Lunch or Snack or both <i>(Mark S or L or SL)</i>	1% or Skim or Chocolate <i>(Choose one)</i>		K-6 One Milk per day (\$90/yr)	K-6 Two Milks per day (\$180/yr)	
						\$
						\$
						\$
Total Tuition/Fees Commitment for 2022 - 2023 (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 #:		

A signed Parish Validation form must be submitted by September 30, 2022 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 an hourly rate and is billed separately. Sign-up forms will be sent home with the End of Summer Information Packet.

PLEASE CONTACT YOUR HOME DISTRICT BY APRIL 1st TO ARRANGE BUS TRANSPORTATION!

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:** A link to FACTS can be found on www.stagnesavon.org under the Academics and Admissions tab then registration tab. Click on FACTS Enrollment and Account Login.
2. **More Flexible Payment Options:** Once you enroll in FACTS, you can choose your payment plan, selecting how often you pay (*Annually, Semi-Annually, Quarterly or Monthly*) as well as 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.factsmgt.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.*

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 is a member of the Diocese of Rochester, which requires us to collect the following information about our families each year.

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.)				
Check all that apply:				
Married				
Separated				
Divorced (Indicate Custodial Parent)				
Remarried				
Widowed				
Single				
Deceased (give date)				
Other				
Other Children/Family Members in Household				
<i>Last Name</i>	<i>First Name</i>	<i>Birth Date</i>	<i>Relationship</i>	<i>School or Preschool (If Applicable)</i>

Medical Information

Please list if your student has any allergies/medical concerns:

Name	Grade	Allergy/Medical Concerns:	Will they have medication at school?
_____	_____	_____	Yes or No
_____	_____	_____	Yes or No
_____	_____	_____	Yes or No
_____	_____	_____	Yes or No

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.