

**ST. LAWRENCE PARISH SCHOOL - DIOCESE OF ROCHESTER 2017 - 2018 REGISTRATION**

To be completed by Parent/Guardian Please Print

Dr. / Mr. / Mrs. / Ms. \_\_\_\_\_

Last Name

Parent/Guardian(s) First Name(s)

Mailing Address: \_\_\_\_\_

Street

City/Town

Zip

Phone \_\_\_\_\_ Email \_\_\_\_\_

Public School District \_\_\_\_\_ Student primarily resides with \_\_\_\_\_

Registered members of Catholic Parish of \_\_\_\_\_ Church.

(A family/parish commitment form must be submitted for verification.)

Check if a NEW Registration to St. Lawrence. Referred to St. Lawrence by \_\_\_\_\_

Grade Entering Sept 2017	Student's Last Name	First Name	M / F	Date of Birth	Tuition Amount

If not a current St. Lawrence student, present School & Grade \_\_\_\_\_

**Pre-School** - please check (X):    \_\_\_ 3 yr old    \_\_\_ 4 yr old

*Please complete additional Pre-School Registration form for Half Day, Full Day, or Wrap Around Program.*

**Return Registration Form with the Non-Refundable \$175 Family Registration Fee. If Registration Form is Returned After 2/10/17, an additional \$25 Fee will apply. All checks payable to St. Lawrence School**

New York State Public Health Law requires all students to have satisfactory proof of immunizations. Documentation must be provided with Registration materials.

**PAYMENT INFORMATION - Payment Options** (see reverse for full details)

Total to be billed \$ \_\_\_\_\_ (see worksheet on reverse side)

*Are you applying for Financial Aid  
YES / NO*

\_\_\_\_\_ Option 1 (Full Payment online through FACTS by Aug 15, 2017)

\_\_\_\_\_ Option 2 (2 Payments online through FACTS; Aug 15, 2017 & Jan 15, 2018; a \$10 processing fee applies)

\_\_\_\_\_ Option 3 (10 Monthly Payments online through FACTS; a \$45 processing fee applies)

**By signing, I agree to the agreement details on the reverse side**

\_\_\_\_\_ Responsible Party Signature

\_\_\_\_\_ SS#

\_\_\_\_\_ Date

**School verification (for office use only)**

Reg. Fee pd. \$ \_\_\_\_\_ Date: \_\_\_\_\_ Check/Cash Receipt # \_\_\_\_\_ Verified by \_\_\_\_\_

# Tuition Payment Information for the 2017 – 2018 School Year

**By signing the front of this registration form, you are agreeing to:**

*I understand it is the policy of St. Lawrence School that family accounts must be kept current; an account will be considered current if it is paid by the appropriate due dates noted under the tuition payment options. Balances past due are subject to finance charge of \$20 per month. \* Grades and transcripts may be withheld for students whose family accounts are not kept current. In the event of a default, I agree to be responsible for all attorneys' fees and costs associated with the process of collections. I agree to abide by the rules, policies, and regulations adopted by St. Lawrence School and set forth in various catalogs, publications, and mailings. I understand that the above named student's disregard or violation of the rules and regulations of the school may be deemed cause for suspension or dismissal. In order to reserve a place for the above named student, the parent or financially responsible adult should sign this agreement and return to the School Office with the Registration materials.*

*\*Payments accepted through FACTS must be check or ACH Direct Deposit (preferred method). Payments made directly to the school must be check, money order, or cash. No Credit Cards are accepted for Tuition Payments.*

**Payment Option Descriptions**

**Option 1 - 1 Payment in Full:** Single payment is due on or before August 15, 2017. This option entitles the responsible party to a \$45 FACTS fee savings.

**Option 2 - 2 Semi-Annual Payments:** Two payments due on or before August 15, 2017 and January 15, 2018. There will be a \$10 processing fee.

**Option 3 - 10 Monthly Payments beginning August 2017 through FACTS:** Automatic bank payments (ACH) through your checking or savings account may be made on either the 5<sup>th</sup> or the 15<sup>th</sup> of each month. There will be a \$45 processing fee for FACTS agreements either withdrawn from your account by FACTS, or invoiced on your first tuition statement. New FACTS payment plans must be completed online at <https://online.factsmgt.com/signin/3D1G6>.

Payment plans for current families are renewed automatically each year.

**2017 - 2018 Tuition:**

Tuition K - 6	Parish Sponsored	Non-Parish Sponsored	Tuition Pre-K
			<b>See additional Registration Form</b>
1 <sup>st</sup> Child	\$4,200.00	\$5,700.00	Pre School 3yr olds
2 <sup>nd</sup> Child	\$2,800.00	\$3,640.00	Pre School 4yr olds
Each Additional Child	\$1,750.00	\$2,400.00	

**Tuition Worksheet:**

Child 1 Tuition                    \$ \_\_\_\_\_

Child 2 Tuition                    \$ \_\_\_\_\_

Child 3 Tuition                    \$ \_\_\_\_\_

Child 4 Tuition                    \$ \_\_\_\_\_

**TOTAL AMOUNT DUE**        \$ \_\_\_\_\_

**A non-refundable family registration fee must be submitted with this form. Cash, check or money order only.**