Saint Michael Catholic School

Since 1900 — Faith. Scholarship. Leadership. Service.

Registration Information
2023 - 2024 School Year

The mission of St. Michael School is to promote growth in faith, scholarship, leadership and service, and to build a faith community rooted in gospel values, centered on the Eucharist. The school continues in its endeavors to grow in spirit and faith, encompassing today's Catholic teachings, tomorrow's academic breakthroughs, and yesterday's traditions.

NON-DISCRIMINATORY POLICY
St. Michael School does not discriminate on the basis of religion, race, sex, or national origin.

Registration information for both returning students and first time students entering St. Michael School is included in this flyer. Please do not hesitate to contact Mrs. Terri Hebert, Principal, or Mrs. Holly Broussard, Development Director, if you have any questions or need clarification.

Registration

- Current Family Registration is scheduled for **Monday, January 30, 2023 through Friday, February 3, 2023 for currently enrolled families.** (PK3 through seventh grade).
- Current Families with New incoming students (who are a member of the current family) may submit a new student application during current family registration.
- **New incoming families for Pre-kindergarten, Kindergarten and Grades 1-7 will register on Thursday, February 8, 2023 through February 15, 2023.** Registration will be submitted through FACTS.
- **The non-refundable registration fee is $175 per student**. **Late registration fee is $225.**
- Registration fees not paid in full by February 3, 2023 (**currently enrolled families**) will be $225.
- Registration fees for new students entering Grades PK3 -7 are not due until acceptance into the class. If New Student Application is not submitted by February 15, 2023 registration fee is $225.
- *Registration is not complete and your child's name will not be placed on a class list until the registration fee has been paid in full. Early payment becomes important in the event a class would close or it becomes necessary to reduce to one class section in a grade level. After February 3, 2023, any presently enrolled student whose registration fee is not paid in full, will lose their priority and will be placed on a class list on a first come, first paid in full basis.*
- In order to register for the new school year, your 2022-2023 tuition must be current through December 31, 2022. Any student whose tuition is not current through December may not register. The student's name **will not** be added to the class list until tuition is current through December. In the case where a class may reduce to one section, or a grade level closes, a student not meeting this policy could lose their place.
- All new incoming students must pay the registration fee in full and present their birth certificate, baptismal certificate (if applicable), social security number, and a copy of an updated immunization card (uploaded documents through FACTS) before registration is official.
- The registration application must be signed and submitted through FACTS with the registration fee paid in full before a student will be placed on a class list.

Tuition Assistance

Tuition Assistance is available for K-8th Grade Catholic families. Parents can apply for tuition assistance after their child has attended for a year. Applications for assistance must be submitted through FACTS with the necessary documents by May 1, 2023 to be considered for assistance for the 2023-2024 school year. Tuition assistance is granted for one school year only. Families must re-submit a request for assistance from the committee by May 1 each year if they are requesting assistance for the next school year.

Application and Registration Information for New Students for the 2023-2024 School Year

PK3-7th grade

New Students registering for enrollment in PK3-7th grade classes must complete a New Student Application via FACTS. There will be a $20 application fee per student. Records request form, available through FACTS, is required to give St. Michael School permission to obtain records from stident's current school. The application and collected information will be reviewed by administration and parents will be notified by the Development Director about the status of acceptance.

- The first preference is given to students presently enrolled who have completed re-enrolled by February 3, 2023
- Registration fee is due upon notification of acceptance. Applications submitted by **Thursday, February 15, 2023**, will be charged a registration fee of $175. **Students applying <u>after</u> February 15, 2023, will be charged a fee of $225.**
- **New Students entering St. Michael School for K-7th grade will be required to take an entrance test.**
- **Anyone requesting entry after the close of registration, will need to contact St. Michael School and upon acceptance will pay a registration fee of $225.**
- **PreK3 students must be 3 years old by the end od September for the upcoming school year.**
- **PreK4 students must be 4 years old by the end of September for the upcoming school year.**
- **St. Michael School does not accept new incoming 8th grade students. Any new students entering 7th grade must enroll <u>before the end of the 3rd quarter</u> of the current year.**
- **A student is not placed on the grade roster until the registration fee has been paid in full, registration, and all transferring records are complete.**

Students Entering From Another Catholic, Public,or Private School (Grades 1-7)

The school where the student is presently enrolled will be contacted for an academic and behavior report as well as standardized test results. A placement test for entry into St. Michael School will be administered at St. Michael School on a specified date. Please notify the school your child presently attends to give permission for St. Michael School to receive this information. (Form available through FACTS)

Home Schooled Students Requesting Entry: Students requesting entry from home school must be tested at St. Michael School on a specified date. The student must test with St. Michael School or they will not be considered for entry. If necessary, St. Michael School may require an additional in-house placement test. Academic test results are essential to determine entry and placement

Registration fee is due upon notification of acceptance. Applications submitted by Thursday, February 15, 2023, will be charged a registration fee of $175. Students applying after February 15, 2023, will be charged a fee of $225.

New families entering St. Michael School please note:
Parents must discuss any health conditions, including management needs, with the administration prior to registration. Failure to comply may result in your child not being accepted.

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St. Michael School
2023-2024

Registration: (FACTS) :
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$175 per student ($225 per student if after Registration deadline); due at registration.

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Tuition and Fee Schedule:
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	PLAN 1: One payment in full due June, 2023	PLAN 2: 12 monthly payments June, 2023–May, 2024
Half-Day PreK3 & PreK4		
Catholic	$ 4,913	$ 420
Non-Catholic	$ 5,158	$ 445
All Day PreK3, PreK4 and Kg		
Catholic	$ 6,218	$ 532
Non-Catholic	$ 6,465	$ 553
Grades 1-8 Catholic		
1 Student	$ 6,029	$ 516
2 Students	$11,596	$ 993
3 Students	$16,962	$1,453
4 Students	$22,191	$1,900
5 Students	$27,420	$2,348
6 Students	$32,653	$2,797
Grades 1-8 Non-Catholic		
1 Student	$ 6,530	$ 559
2 Students	$12,598	$1,079
3 Students	$18,465	$1,582
4 Students	$24,195	$2,073

Tuition and fees have been combined for ease of payment.
The only additional fees not included in the tuition are shown below:

Music Instrument	$10 per 2nd grader or any new 3rd – 5th grader
Field Trip Expenses	Depends on cost of trip
Athletic Registration	Depends on specific sport. See Athletic handbook.

- **June and July payments credited to fees are non-refundable as they cover all fees for the school year**.

- **Families must choose a payment plan through FACTS**.