Dear Parent/Guardian,

Welcome to Sacred Heart School. Recognizing parents as the primary educators, Sacred Heart School works in partnership with you to foster the spiritual and educational growth of each child. Our mission is to educate the whole child – spirit, mind, and body in a safe environment that encourages students to become active leaders, finding opportunities to apply both knowledge and problem-solving skills.

For over a century, Sacred Heart School has built a legacy of educating the children of the North Shore community in a family oriented, value based environment where each child is encouraged to grow and attain his or her highest potential. Academic excellence rooted in Catholic tradition is our primary goal for every child who walks our hallways.

Sacred Heart School believes that Catholic education should not be denied to a family based upon financial constraints. Maintaining a tuition rate that is reasonable and appropriate for the families of the community is a central goal in our school’s strategic plan. Through our Family Plan we continue to offer a reduced tuition rate assistance sponsored by the Catholic Schools Foundation and through scholarship opportunities.

On behalf of the faculty and staff, I would like to thank you for your interest in sending your child to Sacred Heart School. Enclosed is a registration packet. Please do not hesitate to contact me if you have any questions, would like to schedule a visit, or need any additional information. We look forward to having you join our Sacred Heart School Family.

God Bless,

Ms. Mary DeAngelo
Principal
Admission of students into Sacred Heart School is based on the ability of the school to meet the child’s needs, the student’s successful academic achievement, a good conduct and effort record and the fulfillment of proper documentation at the time of registration. For acceptance into Pre-Kindergarten - 3 Year Old Program, a child must be three years of age by September 1 and for acceptance into Pre-Kindergarten - 4 Year Old Program, a child must be four years of age by September 1. The age requirement for Kindergarten is five years of age by September 1, and for First Grade, a student must be six years old by September 1.

Priority of Admissions
1. Children of families presently enrolled in Sacred Heart School
2. Children of families registered in Sacred Heart Parish
3. Children of families in other Catholic parishes
4. Other children

Documents Required for Admission
- Application
- Birth Certificate
- Baptismal Certificate
- Academic Records from previous school
- Questionnaire Pre-K - 3 & 4 and Kindergarten
- Immunizations

Admissions Procedure
- The school must receive all necessary documents.
- An interview of parent and student entering Grade 6, 7, or 8 by the Principal.
- Students entering Pre-Kindergarten or Kindergarten are invited to be our guest for a morning or afternoon.
- Students Grades 1–8 are encouraged to Shadow here for a day at Sacred Heart School.
- All students will go through an academic screening process.
- No student will be accepted into the school after the first marking period unless there are particular circumstances and after a meeting with the Principal.

Nondiscriminatory Policy
Sacred Heart School follows the nondiscriminatory policy established by the Archdiocese of Boston. “That the schools of the Archdiocese of Boston admit students of any race, color, national/ethnic origin to all rights privileges, programs and activities generally accorded or made available to students at the school. They do not discriminate on the basis of race, color, national/ethnic origin in administration of educational policies, admission policies, scholarship and loan programs and athletic and other school administered programs.”

Hours of Operation
- **Kindergarten – Grades 8:** 7:45 a.m. until 2:30 p.m.
- **Pre-Kindergarten 3 Year Old and Pre-Kindergarten 4 Year Old:**
  - **Morning Session:** 7:45 a.m. – 10:45 a.m.
  - **Afternoon Session:** 11:30 a.m. – 2:30 p.m.
- **Before School Program:** 7:00 – 7:45 a.m.
- **Extended Day Program**
  - **Morning Session:** 7:45 a.m. – 11:30 a.m.
  - **Afternoon Session:** 10:45 a.m. – 2:30 p.m.
- **After School Program:** 2:30 – 5:00 p.m.

Extended Day and After-School Programs
To assist working parents, a full-day program is offered to children in Pre-Kindergarten - 3 & 4. An After-School Program is available for students in Pre-Kindergarten through Grade 8.

Dress Code
Students in Kindergarten through Grade 8 wear uniforms as described in the Student Handbook. All students are expected to be in full uniform each day.
Date Applied: _____ / _____ / ____________
Requested Date of Entrance: _____ / _____ / ____________  Grade: ____________
Child's Name: __________________________
[(Last)  (First)  (Middle)]
Address: ________________________________
Street  (City)  (State)  (Zip)
Telephone: (______) __________________________
Child's Date of Birth: _____ / _____ / ____________  Place of Birth: __________________________
Age as of September 1, 2017: ______________________  Gender: __________________________
Ethnicity: __________________________  Nationality: __________________________
Brothers/Sisters currently attending Sacred Heart School. Please list name and grade:
Name: __________________________  Grade: __________________________
Name: __________________________  Grade: __________________________

Religion

Faith in which child is raised: __________________________
Child's Date of Baptism: _____ / _____ / ____________  Church: __________________________  City: __________________________
Child's Date of Communion: _____ / _____ / ____________  Church: __________________________  City: __________________________
Name of Present Parish: __________________________
If a member of Sacred Heart Parish - How long in parish? __________________________
Are you on the envelope system? __________  Envelope number? __________________________

Education

Present School Child is Attending: __________________________  Grade: __________________________
Previous School Child Attended: __________________________  Grade: __________________________
Has child ever repeated a grade in school? __________________________  Grade: __________________________
Reason for Retention:

Does your child have an Individual Educational Plan?

Health

Does your child wear glasses/contacts?  □ Yes  □ No  Hearing problems?  □ Yes  □ No
Please state any physical illness that will require the School's attention.

__________________________________________

Allergies: ____________________________________

over
**Mother’s Information**

<table>
<thead>
<tr>
<th>Name: ____________________________</th>
<th>Place of Birth: ____________________________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residence: ______________________</td>
<td>Religion: ____________________________</td>
</tr>
<tr>
<td>e-mail: __________________________</td>
<td>Cell Phone: (____) ____________________________</td>
</tr>
<tr>
<td>Employment/Occupation: ____________</td>
<td>Telephone: (____) ____________________________</td>
</tr>
</tbody>
</table>

**Father’s Information**

<table>
<thead>
<tr>
<th>Name: ____________________________</th>
<th>Place of Birth: ____________________________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residence: ______________________</td>
<td>Religion: ____________________________</td>
</tr>
<tr>
<td>e-mail: __________________________</td>
<td>Cell Phone: (____) ____________________________</td>
</tr>
<tr>
<td>Employment/Occupation: ____________</td>
<td>Telephone: (____) ____________________________</td>
</tr>
</tbody>
</table>

**Family Information**

| Parents’ Marital Status: □ Married □ Single □ Separated □ Divorced □ Widowed |
|-----------------------------|-----------------------------------------------|
| Legal Guardian(s) Name (if other than parents): ____________________________ |
| Residence: __________________________ | Cell Phone: (____) ____________________________ |
| e-mail: __________________________ | Telephone: (____) ____________________________ |

**Are you a graduate or is any member of your family a graduate of Sacred Heart School?**

<table>
<thead>
<tr>
<th>Name: ____________________________</th>
<th>Relationship: ____________</th>
<th>Year: ______</th>
</tr>
</thead>
</table>

**Home Language**

Sacred Heart School would like to know the language(s) spoken and heard at home by each child. This information is needed in order for us to provide the best instruction possible for your child.

- Which language did your child first learn to speak? ____________________________
- What language does your child use most often at home? ____________________________
- What language do you most often use to speak to your child? ____________________________
- Does your child understand a language other than English? ____________________________
- Has your child been influenced by a language other than English by someone such as a grandparent, babysitter, or other adult? ____________________________

A $50.00 Non-Refundable Registration Fee is due upon Acceptance to reserve your child’s placement in the class.

Parent's Signature: ____________________________ Date: ____ / ____ / ______
Dear Parents,

Would you please take a few minutes to answer the questions below. This will help us get to know your child better. Thank you!

Child’s name __________________________________ as you want him/her called at school.

1. Please list the names and ages of your child’s brothers and sisters.
   ____________________________________________  ____________________________________________
   ____________________________________________  ____________________________________________

2. Has your child had pre-school or play-group experience?
   Name of School  Phone Number
   ____________________________________________  ____________________________________________
   ____________________________________________  ____________________________________________

3. Does your child have any difficulties with speech? ________________________________________

4. Does your child have any health problems or allergies? ____________________________________

5. Does your child have any special interests? ____________________________________________

6. Is your child afraid of anything? ___________________________________________________

7. What responsibilities does your child have at home? ___________________________________

8. What form of discipline do you use at home? __________________________________________

9. What skills has your child acquired? _________________________________________________

   ❑ Knows address  ❑ Knows the names of colors
   ❑ Knows telephone number  ❑ Can recognize numbers to 12
   ❑ Knows birthday  ❑ Recognizes capital letters
   ❑ Can say full name  ❑ Recognizes lowercase letters
   ❑ Counts to________ (to what number?)  ❑ Recognizes letter sounds
   ❑ Knows the difference between right and left  ❑ Knows how to use scissors

Parents Signature ______________________________________________________________________

Sacred Heart School • 581 Boston Street • Lynn, MA 01905 • 781-592-7581
In order to be considered for the Sacred Heart School Scholarship for the 2017-2018, you must be a faithful parishioner of the St. Mary/Sacred Heart Collaborative. Each school family must complete the Scholarship Application and submit it to Sacred Heart School together with their Tuition Contract.

**Scholarship Awards:**
Scholarships will be granted as follows:

- One child: $675.00
- Two children: $1,545.00
- Three children: $1,520.00
- Pre-K (3) Day Program: $405.00

**Scholarship Qualifications:**
In order to qualify for the Scholarship, I agree to the following:

1. Complete the Sacred Heart School Scholarship Application.
2. Register with Sacred Heart/St. Mary Parish by completing a parish registration form which can be obtained at Sacred Heart School or at the Collaborative Office at St. Mary Parish.
3. Attend and participate in Mass at St. Mary or Sacred Heart Parish each week; Answer and submit the “Weekly Question” form that is provided in the pews.
4. Contribute to the parish by enrolling in the envelope donation system or the ParishPay electronic giving system with a minimum donation of $7.00 per week ($350 annually). ParishPay slips must be dropped in the collection basket during Mass each week.
5. Make my contribution on a weekly basis when I attend Mass. I understand that, if my parish contributions are not made on a weekly basis, or my ParishPay slip is not dropped in the basket during the weekend liturgy that I attend, I will not qualify for the Scholarship. Lump sum check payments will not qualify me for the Scholarship.
6. My 2017-2018 tuition payments must be up to date and paid in accordance with the terms of this Contract.

**Scholarship Award Notification:**
Families will be notified that they have received the Sacred Heart School Scholarship in March 2018. The Scholarship amount awarded will be deducted from the family’s final tuition payment(s) during April and May 2018. Families who make their tuition payments in full in August or in two payments – August and January – will receive a tuition refund check.
Please provide the following information:

Parent / Guardian ________________________________________________________________

Street Address ________________________________________________________________

City / Town ___________________________ Zip Code _____________________________

Parish Envelope Number ________________ Parish Pay I.D. No. ______________________

First (Oldest) Student ______________________ Grade in Sept. 2017 __________

Second Student ________________________ Grade in Sept. 2017 __________

Third Student __________________________ Grade in Sept. 2017 __________

I belong to: _______ St. Mary Parish _______ Sacred Heart Parish

_____ I make my financial contribution to my parish via Envelopes.

_____ I make my financial contribution to my parish via Parish Pay Electronic Giving.

Parishioners **must** use the weekly envelopes or the online Parish Pay System at Sacred Heart or St. Mary Parish when making their regular contribution toward the support of the parish.

Please complete this application and return to Sacred Heart School, with your Tuition Contract, on or before April 31, 2017.

Parent/Guardian Signature __________________________________ Date __________

Scholarship Awarded by Pastor ____________________________ Date __________
MISSION STATEMENT

Sacred Heart School, founded on the Gospel message of Jesus:
♥ Commissions students to be ambassadors of the Catholic Faith,
♥ Empowers students to attain their highest academic potential and,
♥ Inspires students to become contributing members of a global community.

TUITION INFORMATION PACKET
2017-2018

This Tuition Information Packet includes all of the necessary information that you will need to register your child(ren) for the 2017-2018 school year. Enclosed please find the following:

❖ Tuition Rates for 2017-2018
❖ Sacred Heart School Scholarship
❖ Before School, Extended Day, and After School Programs
❖ Recruitment Incentive Program
❖ Financial Aid Information
❖ Tuition Contract 2017-2018

Carefully read all enclosed materials.

Please remember that all parties (parents/grandparents/friends/guardians) responsible for paying tuition and fees must sign the Tuition Contract prior to returning it to the school.
TUITION RATES FOR 2017-2018

Below is the Tuition Schedule for the 2017-2018 school year. This year we have instituted one tuition rate, while maintaining the Family Plan. A Sacred Heart School Scholarship is being established for families that are active parishioners of the St. Mary/Sacred Heart Collaborative. As you can see, there is a very modest increase in the tuition - $12.50 per month for a family.

Fundraising is a major component of our income, and every family must participate in order to keep our tuition affordable.

<table>
<thead>
<tr>
<th>Grade Levels - Pre-K 4-Grade 8</th>
<th>Sacred Heart School Scholarship Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>One Child</td>
<td>One child - $675.00</td>
</tr>
<tr>
<td>Two Children</td>
<td>Two children - $1,545.00</td>
</tr>
<tr>
<td>Three Children</td>
<td>Three children - $1,520.00</td>
</tr>
</tbody>
</table>

Pre-K 3 Year Old Program (please circle one)
- 3 Day Program (Mon, Wed, Fri) $3,295.00
- 5 Day Program (Mon-Fri) $5,075.00

Mornings: 7:45am – 10:45am
Afternoons: 11:30am – 2:30pm

Instructional/Technology Fee: $75 per child
Fundraising Fee: $300.00 per Family
The Fundraising Fee will be added to your FACTS account and will be paid at $30 a month over the ten month period of August-May.

For current Sacred Heart School families, please return contract to school with a deposit of $50.00 per child on or before May 5, 2017. This $50 deposit fee will be credited toward your first month’s tuition.

SACRED HEART SCHOOL SCHOLARSHIP

The Sacred Heart School Scholarship Program is available to all families whose children attend Sacred Heart School and are faithful parishioners of the St. Mary/Sacred Heart Collaborative. Families who qualify for this Scholarship, will receive their Scholarship awards as follows:

- One child - $675.00
- Two children - $1,545.00
- Three children - $1,520.00
- Pre-K 3 Day Program - $405.00

In order to qualify for the Scholarship, I agree to the following:
1. Complete the Sacred Heart School Scholarship Application.
2. Register with Sacred Heart/St. Mary Parish by completing a parish registration form which can be obtained at Sacred Heart School or at the Collaborative Office at St. Mary Parish.
3. Attend and participate in Mass at St. Mary or Sacred Heart Parish each week; Answer and submit the “Weekly Question” form that is provided in the pews.
4. Contribute to the parish by enrolling in the envelope donation system or the ParishPay electronic giving system with a minimum donation of $7.00 per week ($350 annually). ParishPay slips must be dropped in the collection basket during Mass each week.
5. Make my contribution on a weekly basis when I attend Mass. I understand that, if my parish contributions are not made on a weekly basis, or my ParishPay slip is not dropped in the basket during the weekend liturgy that I attend, I will not qualify for the Scholarship. Lump sum check payments will not qualify me for the Scholarship.
6. My 2017-2018 tuition payments must be up to date and paid in accordance with the terms of this Contract.
BEFORE SCHOOL – EXTENDED DAY – AFTER SCHOOL PROGRAMS

BEFORE SCHOOL PROGRAM
The Before School Program allows parents to bring their child(ren) into the school early to participate in a supervised program. The Program is offered Monday through Friday for all grades and is available from 7:00am – 7:45am. The fee is $5.00 per child/per day. Parents are billed and fees are paid directly to the school each week.

Fees are to be paid each week. Balances unpaid at the end of the month will result in the child not being able to attend the program until the balance is paid in full.

EXTENDED DAY PROGRAM
The Extended Day Program is available Monday through Friday for students in Pre-K 3 and Pre-K 4 only. The Program is available mornings from 7:45am – 11:30am and afternoons 10:45am – 2:30pm. Students are provided drinks and snacks each day. Various activities are offered, including building blocks, computer games, coloring, crafts, sports activities, etc.

Fees are as follows: $18.00 per day – one child
$32.00 per day – two children
$44.00 per day – three children

Fees are to be paid each week. Balances unpaid at the end of the month will result in the child not being able to attend the program for the next month until the outstanding balance is paid in full.

AFTER SCHOOL PROGRAM
The After School Program is available Monday through Friday to all students in grades Pre-K3 through Grade 8. The Program provides an enjoyable atmosphere with a variety of activities. These include building blocks, computer games, puzzles, coloring, crafts, sports activities, etc. Time is set aside for homework assignments. Children are served a snack and drink each day.

Fees:
- Hours: Mon-Fri, 2:30pm-5:00pm
  - $18.00 per day – 1 child
  - $32.00 per day – 2 children
  - $44.00 per day – 3 children
- Hours: Mon-Fri, 2:30pm-5:30pm
  - $22.00 per day – 1 child
  - $40.00 per day – 2 children
  - $58.00 per day – 3 children

Fees are to be paid each week. Balances unpaid at the end of the month will result in the child not being able to attend the program until the balance is paid in full.

Late Fees: Late Fee will be assessed for any child picked up after 5:30 p.m.

Expectations for Before School, Extended Day and After School Programs
- Tuition must be current to participate in the Before School, Extended Day and After School Program
- Signed Enrollment Agreement
- Emergency Information on File
- Code of Conduct – All participants must adhere to the Code of Conduct outlined in the Parent/Student Handbook. The Code of Conduct applies to each of the Programs.

TUITION DISCOUNT OPPORTUNITIES

RECRUITMENT INCENTIVE PROGRAM
A one-time, $500 tuition discount will be provided to a current school family who brings a new family into Sacred Heart School. This discount will be pro-rated if incoming student is enrolled in our 3 Day Pre-Kindergarten program. The new family must attend Sacred Heart School for at least one full school year. The discount will be applied to the current family’s tuition bill in February.

PAID IN FULL
A $100 discount is applied if the entire tuition is paid by August 1, 2017.

CHILD CARE VOUCHERS
Child Care Circuit Vouchers are accepted in our Early Childhood Programs and for the Before and After School Programs.
STEP 1  FACTS FINANCIAL AID PROGRAM

Financial Aid is available for families with children in Kindergarten through Grade 8.

To Apply go to: the school’s website at www.sacredheartschoollynn.org, go up to Parents tab at the top right hand corner and the pull down menu will appear, click on the link for FACTS Online and continue to complete the FACTS Grant & Aid Applicant section.

The following information must be submitted in order to have your documentation verified. Awards will only be given to families whose application has been verified.

Information needed to complete application:
- Payment of the $25 application fee,
- Copies of the most recent income tax returns,
- Copies of the most recent W-2,
- Copies of any supporting tax schedules,
- Copies of documentation for non-taxable income, such as social security, welfare, child support, food stamps, workers’ compensation and TANF.

STEP 2  FACTS TUITION PAYMENT PLAN REGISTRATION

If you are NOT currently paying your tuition via the FACTS Tuition Payment Plan enrolling online is simple and secure. Go directly to: the school’s website at www.sacredheartschoollynn.org, go up to Parents tab at the top right hand corner and the pull down menu will appear, click on the link for FACTS Online and continue to complete the FACTS Tuition Payment Plan Registration section.

Be sure to have the following information ready:
- Account information for the person responsible for payment: bank name, telephone number, account number, and the bank routing number.

Before you click the Submit button, please carefully read the Final Review. Notification confirming your enrollment in a FACTS payment plan online will be sent to you after you submit your agreement.

| If you have questions about enrolling in FACTS please contact FACTS directly (866) 441-4637 |
| Monday - Thursday, 7:30 a.m. to 7:00 p.m. (CT), and Friday, 7:30 a.m. to 5:00 p.m. |

Frequently Asked Questions

When and what time will the funds for my payment plan be withdrawn from my bank account? While FACTS transacts each payment on the specified date (ex: 1st or 15th), it is your financial institution that determines the time of day the payment is debited. FACTS recommends checking with your financial institution to determine how far in advance funds should be deposited into your account to ensure the automatic payment clears. If a payment date falls on a weekend or banking holiday, the payment will be transacted the following business day.

How will I be notified of my payment information? Once your agreement for tuition payments is posted to the FACTS system you will receive a confirmation notification of your payment amount by e-mail or letter in approximately 10 days. Payments will be processed until the total balance is paid in full.

What happens if FACTS attempts to process my payment and there are not enough funds in my account? Should an automatic bank payment be returned after 2 unsuccessful attempts by FACTS to secure your tuition payment, a $30.00 FACTS Returned Payment Fee will be automatically assessed to your account. This is in addition to a $30.00 Late Fee which will be assessed to your account by the school. You will be notified by FACTS of the returned payment via mail or e-mail. For payment scheduled for the 1st of the month, a reattempt will occur on the 15th; for payment scheduled for the 15th, a reattempt will occur on the 1st of the following month.
TUITION AGREEMENT 2017-2018

TUITION RATES 2017-2018

<table>
<thead>
<tr>
<th>Grade Levels - Pre-K 4-Grade 8</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>One Child</td>
<td>$ 5,075.00</td>
</tr>
<tr>
<td>Two Children</td>
<td>$ 9,320.00</td>
</tr>
<tr>
<td>Three Children</td>
<td>$11,785.00</td>
</tr>
</tbody>
</table>

Pre-K 3 Year Old Program (please circle one)

<table>
<thead>
<tr>
<th>Program</th>
<th>Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 Day Program (Mon, Wed, Fri)</td>
<td>$ 3,295.00</td>
</tr>
<tr>
<td>5 Day Program (Mon-Fri)</td>
<td>$ 5,075.00</td>
</tr>
</tbody>
</table>

Mornings: 7:45am – 10:45am
Afternoons: 11:30am – 2:30pm

Instructional/Technology Fee: $75.00 per child

Fundraising Fee: $300.00 per family

The Fundraising Fee will be added to your FACTS account and will be paid at $30/month over the ten month period of August through May.

Return contract to school with deposit of $50.00 per child on or before May 5, 2017

<table>
<thead>
<tr>
<th>Child’s Name</th>
<th>Grade Entering, Sept. 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Child’s Name</th>
<th>Grade Entering, Sept. 2017</th>
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</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Address
Street
City
Zip

Father/Guardian Name

Father’s Address
Phone

Mother/Guardian Name

Mother’s Address
Phone

Father’s E-Mail
Mother’s E-Mail

Student(s) reside with (Check one): ☐ Father ☐ Mother ☐ Both Parents ☐ Guardian

Party(ies) responsible for payment of Tuition:

Parish to which I belong
City

I donate to my parish by using (check one) Envelopes Parish Pay
A. Sacred Heart School Scholarship Program
The Sacred Heart School Scholarship Program is available to all families whose children attend Sacred Heart School. Families who qualify for this Scholarship, will receive their Scholarship award as follows:

<table>
<thead>
<tr>
<th>Number of Children</th>
<th>Scholarship Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>One child</td>
<td>$675.00</td>
</tr>
<tr>
<td>Two children</td>
<td>$1,545.00</td>
</tr>
<tr>
<td>Three children</td>
<td>$1,520.00</td>
</tr>
</tbody>
</table>

In order to qualify for the Scholarship, I agree to the following:
1. Complete the Sacred Heart School Scholarship Application.
2. Register with Sacred Heart/St. Mary Parish by completing a parish registration form which can be obtained at Sacred Heart School or at the Collaborative Office at St. Mary Parish.
3. Attend and participate in Mass at St. Mary or Sacred Heart Parish each week; answer and submit the “Weekly Question” form that is provided in the pews.
4. Contribute to the parish by enrolling in the envelope donation system or the ParishPay electronic giving system with a minimum donation of $7.00 per week ($350 annually). ParishPay slips must be dropped in the collection basket during Mass each week.
5. Make my contribution on a weekly basis when I attend Mass. I understand that, if my parish contributions are not made on a weekly basis, or my ParishPay slip is not dropped in the basket during the weekend liturgy, that I attend, I will not qualify for the Scholarship. Lump sum check payments will not qualify me for the Scholarship.
6. My 2017-2018 tuition payments must be up to date and paid in accordance with the terms of this Contract (see B – Payment of Tuition below).

B. Payment of Tuition:

All families are required to enroll with FACTS Tuition Management System.

All families who elect Payment Option A are required to enroll with FACTS but will not be charged the $43.00 Facts Enrollment Fee. No banking information is required.

I/we agree to the following terms regarding the payment of Tuition:
1. The tuition for the 2017-2018 school year has been set and will not be reduced if a child is absent from school for any reason including but not limited to: illness, vacation, holiday, or personal or familial reason.

2. A $50.00 per child Tuition Deposit is due with the submission of this Agreement on or before May 5, 2017 and is non-refundable. This deposit is applied to the tuition.

3. Tuition Payment Options: Please select one Option for payment of Tuition:

   ___ Option A: I agree to enroll in the FACTS Tuition Payment Plan and make one tuition payment on August 1, 2017, directly to the school, based on my family’s total tuition bill.

   ___ Option B: I am currently enrolled in the FACTS Tuition Payment Plan and understand I will be automatically re-enrolled by FACTS for the 2017-2018 school year. I agree to make all tuition payments monthly, August 1, 2017 through May 15, 2018 or semi-annually – August and January, via FACTS and I agree to abide by the terms of the FACTS Enrollment Agreement.

   ___ Option C: I am NOT currently enrolled in the FACTS Tuition Payment Plan, but agree to enroll by May 5, 2017, by logging onto www.sacredheartschoollynn.org and clicking on the FACTS link logo. I agree to make all tuition payments monthly, August 1, 2017 - May 15, 2018, in two payments, August and January or in one payment, August 1 and I agree to abide by the terms of the FACTS Enrollment Agreement.
Sacred Heart School

Tuition Agreement 2017-2018

I understand that a seat shall be reserved for my child/children only if I have met the following requirements:

- My tuition and fees for the 2016-17 school year have been paid in full on or before May 19, 2017.
- I have submitted a completed Tuition Agreement with a $50.00 per child tuition deposit.
- My Tuition Contract has been signed by the party(ies) responsible for paying the 2017-2018 tuition/fees.

C. Refund Policy:
Should I decide that my child(ren) will not attend Sacred Heart School during the 2017-2018 school year, I agree to notify the school before August 18, 2017, in order to receive a refund of any and all tuition payments made.

Tuition deposits are Non-Refundable in all cases. At any time after August 18, 2017, should I decide to withdraw my children from Sacred Heart School, I understand that all tuition payments I have made are Non-Refundable.

D. Delinquent Tuition and Fee Policy:
Delinquent Tuition and Fee Policy is as follows:

1. All outstanding tuition and fees from the 2016-17 school year must be paid in full by May 19, 2017, or the family will not be eligible to begin the new school year in September 2017.

2. The August tuition payment, paid via FACTS, must be paid in full, on or before August 18, 2017, in order for a student to be allowed to begin the new school year in September 2017.

3. Families whose tuition accounts are delinquent at the conclusion of the first semester (Sept.-Dec.), will be unable to return to school in January, 2018.

4. Participation in the graduation ceremony and graduation activities is contingent upon tuition payments and fees being paid in full by May 18, 2018.

E. School Fundraising:
Fundraising is a critical component of a family’s obligation to Sacred Heart School. Fundraising is a means by which we can continue to maintain an affordable tuition. A $300 Fundraising Fee is charged to each family. The Fundraising Fee will be added to your FACTS account and will be paid at $30/month over the ten month period of August through May.

This agreement is a legal document made and entered into by and between Sacred Heart School and parent(s) or guardian(s) of the above referenced child(ren), in connection with their education. The parent(s) or guardian(s) agree(s) to the terms set forth in this contract and agree to abide by all school rules and regulations.

I agree to sign this Tuition Contract as the party(ies) who is/are responsible for the payment of all tuition and fees.

This document supersedes any and all other documents, including but not limited to the school handbook, regarding the financial policies of the school.

Notice: This is a legal document in the state of Massachusetts that creates binding obligations. If not understood, please consult an attorney.
Father’s Printed Name ____________________________
Signed __________________________ Dated ________________

Mother’s Printed Name ____________________________
Signed __________________________ Dated ________________

Printed Name of Party(ies) Responsible for Paying Tuition
______________________________________________
Signed __________________________ __________________________
Date __________________________

Relationship to Student (circle one below):
☑ Mother ☐ Father ☐ Guardian ☐ Grandparent ☐ Other ________________

Signed __________________________ Dated ________________

Sacred Heart School