

St. Paul Parish School

TIMELINE FOR REGISTRATION Spring 2008

- Jan 2 Families applying for financial assistance may apply to FACTS company. Register online @ www.factstuitionaid.com or pick up FACTS application in the school office. Applications are due directly to FACTS company no later than March 17, 2008.
- Jan 24 Tuition letter sent out in Voyager.
- Jan 24-Feb 29 Parish Tuition Subsidy applications are available in the school and parish office. Parents are responsible for completing the form and giving it directly to their pastor **before February 29th** for his consideration for subsidy. Your pastor will return it to school, or give it back to you to turn in to school.
- Jan 31 Intent to Register forms to all families via the Voyager. Return forms to school office by February 7.
- Feb 7 Intent to Register forms due to office.
- Mar 17 Completed financial aid applications due to FACTS.
- Mar-May New student applications for 2008-09 will be processed and response letters sent.
- April 1-30 Registration fees accepted throughout month; due by 4/30. See *April 30* for amounts due.
- Apr 4 Contracts are mailed to current and new families who have **not** requested financial aid. Signed contracts and registration fees are due back to school office by April 30.
- Apr 30 **REGISTRATION FEES and CONTRACTS DUE TODAY.** A non-refundable registration fee of **\$100.00 per each Preschool and Pre K student**, and **\$200.00 per each K-8 student**. Also due is the VANCO auto debit management fee of \$5.00 per family.
- May 1-10 Financial aid award notification is received at school.
- May 10-16 Contracts mailed to families who **have** requested financial aid. Signed contracts to be returned to the school office by June 2. (All registration fees were due by April 30.)

Tuition Payment Notes:

- Monthly tuition payment plans are set up and managed by Vanco for 10 auto-debit payments. Each payment will be due on either the 5th or 20th of every month, beginning in August and ending in May. A fee of \$5.00 per family is due by April 30th.
- Families may pay the tuition in full or in two payments. Payment is due in August, with the second payment due in January. Families making only one or two payments would not pay the auto-debit fee of \$5.00.