

# St. Paul Parish School

## TIMELINE FOR REGISTRATION for SY 2009-2010

- Jan 2 Families applying for financial assistance may apply to FACTS company. Register online @ [www.factstuitionaid.com](http://www.factstuitionaid.com). Applications are due directly to FACTS company no later than February 27, 2009
- Jan 22 Tuition letter sent out in Voyager
- Jan 22-Feb13 Parish Tuition Subsidy applications for grades K through 8 are available in the school and parish office. Parents are responsible for completing the form and giving it directly to their pastor **before February 13<sup>th</sup>** 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 **New sibling applications are due in office today**
- Mar 2 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 March 31.
- Mar-May New student applications for 2009-10 will be processed and response letters sent
- March 31 **REGISTRATION FEES and CONTRACTS DUE TODAY.** A non-refundable registration fee of \$125.00 per each Preschool and Pre-K student, and \$225.00 per each K-8 student is due. **NOTE: A \$75.00 late payment fee will be assessed per student on Registration fees paid on April 1 and later.** Also due is the VANCO auto debit management fee of \$5.00 per family. The Registration fee and VANCO fee may be included on one check made out to SPPS.
- May 1-10 Financial aid award notification is received at school (approximate dates)
- May 11-15 Contracts mailed to families who **have** requested financial aid. Signed contracts to be returned to the school office by May 29. (All registration fees were due by March 31)

### **Tuition Payment Notes:**

- Monthly tuition payment plans are set up and managed by Vanco for 10 or 11 auto-debit payments. Each payment will be due on either the 5<sup>th</sup> or 20<sup>th</sup> of every month, beginning in Jul or August and ending in May. A fee of \$5.00 per family is due by March 31.
- Families may pay the tuition in full or in two payments. Full or first payment is due by August 10, with the second payment due by January 10. Families making only one or two payments would not pay the auto-debit fee of \$5.00.