

**St. Paul Parish School**  
**TIMELINE FOR REGISTRATION for SY 2010-2011**

- Jan 7 Families applying for tuition assistance may apply to FACTS. Register online @ [www.factstuitionaid.com](http://www.factstuitionaid.com). Applications are due directly to FACTS company no later than February 27, 2010.
- Jan 28 Tuition information letter for SY 2010-11 sent out in Voyager.
- Jan 19-Feb22 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 22** 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.**
- Feb 26 Completed tuition assistance applications due directly to FACTS.
- Mar 1 Contracts are mailed to current and new families who have **not** requested tuition assistance. Signed contracts and all registration fees are due back to school office by March 31.  
(**Note** that all registration fees are also due by March 31 from families requesting tuition assistance.)
- Mar-May New student applications for SY 2010-11 will be processed and response letters sent.
- March 31 **REGISTRATION FEES FOR ALL STUDENTS DUE TODAY** (including families requesting tuition assistance). 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. 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.  
  
**NOTE:** A \$75.00 late payment fee will be assessed per student on registration fees paid on April 1 and later.
- March 31 **CONTRACTS (without tuition assistance) DUE TODAY**
- May 1-10 Tuition assistance awards notification is received at school (approximate dates)
- May 11-15 Contracts mailed to families who have requested tuition assistance. Signed contracts to be returned to the school office by May 28. (All registration fees were due by March 31)
- May 28 **CONTRACTS WITH TUITION ASSISTANCE DUE TODAY** (Registration fees were due 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 July 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.