

St. Rosalie School

New Student Registration Information

2018-2019

We are now offering "early registration" for Hawks' Haven (Infants – PK-2), PK-3 & PK-4 only. Please contact the school office at 341-4342 to inquire. If you have two children to register and one is an Infant – PK-4 and the other child(ren) are in grades K through 7th, you may register the Hawks' Haven – PK-4 student early and then must follow the directions below to register the older siblings.

Open registration for all new students will be held on Monday, February 5th, 2018 in the Elementary Cafetorium. All parents should come to St. Rosalie School Office between 8:30 A.M. and 9:00 A.M. You will be directed to the Cafetorium upon arrival.

Please Do not arrive before 8:10 A.M., as you will not be able to park due to our morning drop off procedures for our present students.

INFORMATION NEEDED AT TIME OF REGISTRATION

Please bring the following documents. Administration will review all documents and they will be kept on file if the child is accepted.

1. **ORIGINAL PLUS ONE COPY:** Birth Certificate. (The original will be given back at the time of registration and we will keep the copy.)

2. **COPIES** of the following: Baptismal Certificate (if Catholic)
Immunization Record (up-to-date and signed by a doctor)
Parent's State Driver's License
Child's Social Security Card

NOTE IMPORTANT NOTE: To be considered Catholic, the child must be baptized Catholic before registration.

3. Children applying for grades 1 – 7 must have **COPIES** of ALL of his/her final report cards from kindergarten until the current school year. (This must include a copy of the most recent report card of the current school year.) Also, ALL of his/standardized test scores from previous schools.

IT IS THE RESPONSIBILITY OF THE PARENT TO SUPPLY THE SCHOOL OFFICE WITH A COPY OF THIS FINAL REPORT CARD.

REGISTRATION FEE - The following fees, which are set by the Archdiocese of New Orleans, are due at registration and are **non-refundable**.

\$165.00 for 1 child (\$150.00 registration fee and \$15 family Clarion Herald fee) and (\$150.00 for each additional child)
(\$315.00 for 2 children / \$465.00 for 3 children/ \$615.00 for 4 children)

NOTE: Make all checks payable to St. Rosalie School.

***Exception:** If space is not available and your child is not accepted, your registration fee will be refunded. This is the **ONLY EXCEPTION** in which the registration fee will be refunded.

NON-SUPPORT FEE

The non-support fee paid by all Non-Supporting Catholics and Non-Catholics is included in the tuition amount.

TUITION PAYMENTS

CASH TUITION PAYMENTS: If you are paying your child's tuition by cash, money order, or checks the total amount must be submitted to the financial secretary by 2:30 P.M. on or before Friday, May 4, 2018. Also, you can pay cash and finance any portion of tuition. All methods of payment must be complete by Friday, May 4th, 2018.

BANK FINANCING: If space is available and your child is accepted into St. Rosalie School, your tuition may be financed through *Gulf Coast Bank and Trust*. If you are financing your child's tuition through *Gulf Coast Bank and Trust*, you **MUST** process your tuition loan online through *Gulf Coast Bank and Trust* by midnight on May 4, 2018 in order to avoid late fees and delinquent fees. Loans are 10 month loans. First loan payment begins July 1, 2018 and all loans must be paid off by April 15th, 2019.

Internet loan processing deadline- Midnight on Friday, May 4, 2018

IMPORTANT NOTE – Anyone who does not finance their loan on line by midnight on Friday, May 4, 2018 will be charged a delinquent fee. Please refer to the 2018-2019 Financial Information sheet.

IMPORTANT NOTE: The school will give more information and dates to start processing loans in the beginning of **March, 2018**. You cannot process online until the date is given by the school.

Please be aware of the delinquent policy that was put into effect by the school board. Anyone not paying their tuition by the deadlines of May 4, 2018 will be assessed an additional \$150 delinquent fee on their outstanding tuition balance: This applies only to registered students.

SCHOOL SUPPLY DAY

School Supply day will be held during August. Please see annual calendar for dates. These calendars will be available on our school web site at www.strosalieschool.net or in the school office during the last week of May.

Attend School Supply day for the following:

- Purchase/Order P.E. uniforms – not sold through Skobel's Uniform (mandatory for grades 1-7)
- Purchase assignments pads (mandatory for grades 3-7)
- Pre-paid school supply packages **MUST** be picked up.
- Purchase St. Rosalie pencil cases and art bags (Check your child's school supply list.)
- Bus routes will be posted. (Bus transportation is not available for Preppie and Pre-K.)
- Date of first day of school will be posted.

Thank you for your interest in St. Rosalie School. If we can be of further assistance or if you have any questions, please feel free to call the school office at 341-4342, or email the Finance Secretary, (srstuitionoffice@gmail.com) or visit our school web site at: www.strosalieschool.org