

Present PreK(4) – Grade 7 Students entering Grades K-8 for the school year 2020-2021

Dear Parents and Guardians:

Included in this packet you will find the **Tuition and Fees Contract and the Diocesan Tuition Assistance Program Information Sheet**. For these forms you need only complete **one form per family**. Also included is the **textbook form and Bus form**. For these forms you must complete **one per student for the upcoming school year 2020-2021**.

In the event you have a new Pre K, Kindergarten or other siblings to register for the upcoming school year, you must go to the school website to complete the on-line application and pre-registration packet for new students.

If you wish to change your method of payment simply contact Smart by telephone, (888) 868-8828. **The re-registration fee will be automatically billed via Smart in March.**

Where the need exists, I encourage you to consider seeking tuition assistance through the Diocesan Tuition Assistance Program managed by FACTS Management. Information FACTs sheets are available here in the packet.

Thank you for entrusting your child to us for an academically excellent education rooted in the Gospel message of Jesus Christ.

Sincerely,
Mrs. Kinloch



St. Joseph Grade School 2020-2021 Tuition Contract Kindergarten – Eighth Grade

Please print:

Father's Name _____ Mother's Name _____

Student Resides With: Both Parents Mother Father Other _____

Father's Cell # _____ Mother's Cell # _____

Father's Address _____ Mother's Address _____

Father's Home Phone _____ Mother's Home Phone _____

Father's Email Address: _____ Mother's Email Address: _____

Name of R.C Parish Where Registered _____

Catholic Not Registered _____ (Please initial) Non Catholic _____ (Please initial)

Please list all your children's names and the grades they will attend in the 2020-2021 school year at St. Joseph Grade School. **This one contract will suffice for the entire family.** Include Kindergarten and new siblings. *Circle re-registration or new registration.*

<u>PRINT NAME OF STUDENT</u>	<u>CIRCLE ONE</u>	<u>2020-2021 School Year</u>
1. _____	Re-Reg New Reg	Grade _____
2. _____	Re-Reg New Reg	Grade _____
3. _____	Re-Reg New Reg	Grade _____
4. _____	Re-Reg New Reg	Grade _____

SUBSIDIZED AND DISCOUNTED TUITION 2020-2021

The actual cost per pupil for the 2020/2021 school year is estimated to be \$6,903.00. A discounted tuition rate increase of \$150 is being offered to present SJGS students in grades PreK4-7 re-registering by January 31, 2020. Registration after January 31st will result in the full \$200 increase to be applied to your tuition contract. **(This offer does not apply to new first time students entering St. Joseph.)** Re-registration and additional fees have not increased. Registration will be conducted online by going to our website and completing the proper forms. The tuition per child is listed below. Multiple student discounts are extended to Catholic families having three or more children enrolled. Tuition for the 4th child or more is no charge; the 3rd child's tuition is discounted to one-half tuition. The 1st and 2nd child's tuitions are full tuitions, **however the no charge tuition applies to the oldest child in SJGS.** Participation in the Scrip/Great Lakes Program provides an extra discount to school families—minimum Scrip discount \$50 in the next school year.

2020-2021 GRADES 1-8 TUITION

\$ 5,655.00 St. Joseph's Parish
\$ 6,075.00 Catholic (non-parishioner)
\$ 7,075.00 Non-Catholic

2020-2021 KINDERGARTEN TUITION

\$ 5,755.00 St. Joseph's Parish
\$ 6,200.00 Catholic (non-parishioner)
\$ 7,200.00 Non-Catholic

TUITION PAYMENTS – TERMS & CONDITIONS

Smart Tuition provides tuition collection services on behalf of **St. Joseph Grade School**. If you are already registered with Smart, you are not required to fill out a Smart Agreement. If you are new to SJGS, please complete and sign the Smart Tuition Agreement. **Agreement terms, Conditions and Parent Instructions are located on the reverse side of the Smart Tuition Agreement.** Please call Mrs. Burritt, Tuition Administrator, 732-349-0018 X2231 or Smart Tuition, 1-888-868-8828 should you have any questions regarding your new account or wish to make changes to your existing account.

- A Smart administrative fee of **\$50.00 (per family)** will be added to your first tuition payment.
- Monthly tuition payments received more than 3 days after the due date will incur a late fee of \$40.
- Failed payments will incur a \$35 failed payment fee.
- **Graduation Requirement: All accounts must be current by April, 2021.**

Full payment prior to June 1, 2020 will entitle you to a \$100.00 discount per family. This discount does NOT apply to families who receive financial assistance for the 2020/2021 school year.

Late registrants are required to submit a check along with this tuition contract for those payments missed as a result of their late registration. The billing year begins July 2020 and continues for 10 months through April 2021. Please contact the school office at 732-349-2355 for the amount that must accompany this contract if you are registering after June 1, 2020.

FEES 2020-2021 – TERMS & CONDITIONS

REGISTRATION FEE FOR NEWLY ENROLLED STUDENTS – \$150.00

All of the following fees are billed through Smart Tuition in 2020/2021 unless otherwise noted:

2020-2021 RE-REGISTRATION FEE - \$75.00 per student

The re-registration fee for enrolled students whose tuition is current will be included in the March 2020 billing.

INSTRUCTIONAL MATERIALS & TECHNOLOGY FEE – \$175.00 per student

This fee supports the annual cost of Genesis, our data base system, Parent Access, and other digital resources.

GRADUATION FEE – \$140.00 per 8th grade student

This fee supports all costs incurred for the celebration of Graduation.

CONFIRMATION FEE – \$75.00 per 7th grade student

This fee supports all costs incurred for the instruction and celebration of the Sacrament of Confirmation. As Confirmation preparation is a two year process, this fee is assigned to Grade 7.

FIRST RECONCILIATION & FIRST HOLY COMMUNION FEE - \$75.00 per candidate

This fee, generally billed in Grade 2, supports all costs incurred for the instruction and the celebration of the sacraments of First Reconciliation and First Eucharist.

PTA MEMBERSHIP – \$15.00 per family

This fee covers the cost of Monmouth-Ocean County PTA per capita tax, NJ Network for Catholic School Families Assessment, PTA Marketing contribution, and PTA Continuing Education Assessment.

BEFORE/AFTERCARE BILLING

Before and Aftercare fees are billed monthly throughout the school year. The fees incurred for each month for Before and Aftercare services utilized will be billed in the following month. Prior year unbilled Before and Aftercare fees for the months of May and June will be billed starting in July 2020, which is the first month of the payment plan for the new school year.

BAND FEE - \$420.00 per year, per student – available to students in Grades 5-8

This fee is billed through Smart at \$60.00 a month beginning in October, 2020 through April, 2021.

YOUR FAMILY'S CONTRACTUAL FUNDRAISING COMMITMENTS

1. Each family is required to make purchases amounting to \$2,000.00 in Scrip (food coupons) and/or Great Lakes or be assessed a non-participation fee of \$100.00. Your \$2,000.00 commitment begins accumulating April 1, 2020 and runs through March 31, 2021. Participating families who meet their goal of \$2,000 in food coupons/Kohl's will receive a \$50.00 tuition credit in the 2021-2022 school year. However, if you solely purchase Great Lakes your percent will vary as will your tuition credit.
 - Please note that Scrip non-participation fees for 8th Grade outgoing families are billed in May of each year. Families who continue in the school will be billed the beginning of the 2021/2022 school year.
2. Holiday 50/50 Raffle (Sale of 20 raffle tickets per family at \$5.00 each or be assessed a non-participation fee per family of \$100.00 in January)
3. Dance-A-Thon (\$20.00 minimum pledge per student or be assessed a \$20.00 non-participation fee per student the following month after the event).
4. The Walk-A-Thon (\$20.00 minimum pledge per student or be assessed a \$20.00 non-participation fee per student the following month after the event).

TUITION ASSISTANCE

Tuition assistance is offered through Parish programs and the Diocesan program (FACTS). Please contact the Tuition Office for details (732-349-0018 x2231) or visit the school website www.stjoescholtr.org. In order to qualify for any tuition assistance, families must apply to FACTS. <https://online.factsmgmt.com>

Tuition Withdrawal Charges: July-Aug. 20% Sept. 30% Oct. 40% Nov. 50% Dec. 60% Jan. 100%
These percentages reflect the participant's base tuition to be paid. They do not reflect the additional billable fees.
Full tuition will be charged if a student withdraws after January 1, 2021.

We accept full legal responsibility for the above named student and agree to pay in full on the date due all tuition and fees payable with respect to such student. **We understand that any failure to meet the foregoing obligations may result in our child not being permitted to attend classes and that until all financial obligations with respect to the student have been satisfied in full, the School will have no obligation to transfer credits, grant a diploma, or release interim or end-of-year records or transcripts.** Additionally, I/we understand that the School reserves the right to use collection agencies and other legal means to collect unpaid tuition/fees (plus 35% collection and attorney fees.)

We understand that this enrollment agreement is for the entire school year, and agree that the School may require the withdrawal of or dismissal of any student if, in its sole discretion, it concludes that such student's attitude, influence, or behavior does not serve the best interests of the School. We further understand that a positive and constructive working relationship between the School and a student's parents (or guardian) is essential to the fulfillment of the school's mission, and agree that the School may terminate enrollment, or decline to re-enroll a student, if the School, in its sole discretion concludes that the actions or inactions of a parent (or guardian) make a positive and constructive working relationship impossible, or interferes with the School's accomplishment of its mission. We agree that in accordance with the school's tuition policy, no portion of any tuition or fees for a student be either refunded or canceled upon early withdrawal or dismissal of the student.

I/We agree to advise the tuition office of circumstances that affect my/our ability to meet my obligation under this contract.

EACH LEGALLY RESPONSIBLE PARTY MUST SIGN BELOW ACKNOWLEDGING THIS AGREEMENT.

Print Name

Signature

Date

Print Name

Signature

Date

Diocesan Tuition Assistance Program For Families with Children Attending Catholic Schools 2020-21 School Year

General Information

Tuition assistance is awarded each year to families with children in our Catholic schools in grades K-12. Awards are made based on financial need.

How is the determination made?

Information contained in the application along with the supporting materials is used to determine financial need. The formula utilized has been especially designed for families with children attending Catholic school. This calculation is based on a moderate standard of living for the geographic area of the applicant, further ensuring a realistic result. This formula determines the ability of a family to pay for private education. FACTS includes a comprehensive review and verification process ensuring the accuracy of the data.

Award Amount: Families who apply can receive up to one-half of the school's in-parish tuition rate.

How to apply (One application per family)

- Application will be available online November 1, 2019 at <https://online.factsmgt.com>.
- The application fee is \$35, and it is due at the time the application is submitted. Forms of payment include debit cards, major credit cards, or an electronic check.
- Online applications are available in English and Spanish. To select Spanish, simply click on the link in the upper right-hand corner of the screen before you log in.
- Submit the necessary supporting documentation.
- For Grades K-8: To be considered in Round 1 applications must be complete by **February 14, 2020**.
The deadline for Round 2 is **May 15, 2020**.
- The online application is very user friendly.
- Paper applications are no longer available. If you need to arrange assistance in completing the online application you can contact Marissa Marcille at 609-403-7163 or mmarci@dioceseoftrenton.org.

Grades K-8

- **Applications completed by February 14, 2020** will be evaluated in Round 1. Typically, applications in the first round are submitted by existing school families or new families who register during *Catholic Schools Week* or in advance of March 2nd. Applicants who did not receive tuition assistance in Round 1 will be automatically reconsidered in Round 2. ***All applications must be complete, containing all supporting tax documentation.***
- **Applications completed by May 15, 2020** will be evaluated in Round 2. This is the final opportunity to apply for diocesan financial aid. Typically, applications in the second round are submitted by families who register late, regardless of whether they are new or existing families. ***All applications must be complete, containing all supporting tax documentation.***
- For Round 1 tax forms from 2018 will be accepted. W2s must be from 2019. For Round 2 tax forms and W2s must both be from 2019. If you are unable to supply these tax forms you can contact Marissa Marcille at mmarci@dioceseoftrenton.org. to request this requirement be waived.
- It is recommended that families submit the application as soon as possible.
- Applications completed after May 15th will be considered only if additional funds become available.
- Families will be notified by email whether or not an award is granted. When this notification is received the parent should contact the school.
- If an award is received, contact the school to work out adjusted tuition payments;
- If you are denied diocesan tuition assistance, contact your school and inquire if any funds are available directly from the school.

Grades 9-12

- All applications must be complete, containing all supporting tax documentation. Awards are based on a rolling submission. Notification will be made by the school.

For more information on High School Financial Aid, visit your high school's website

Contact information:

- FACTS Customer Care Representative: 866-441-4637
- Diocesan Contact: Marissa Marcille, Coordinator of Finances, at 609-403-7163 or mmarci@dioceseoftrenton.org.
- Contact your school office.

(B6T) APPLICATION FOR PRIVATE SCHOOL TRANSPORTATION

Please submit a separate application for each child to the private school

SCHOOL YEAR 2020-2021 RESIDENT DISTRICT BOARD OF EDUCATION _____

STUDENT'S NAME _____ DATE OF BIRTH _____
LAST FIRST MIDDLE MONTH DAY YEAR

GENDER _____ PARENT/GUARDIAN NAME _____ DAYTIME PHONE _____
M or F AREA CODE + NUMBER

HOME ADDRESS _____ CITY or TWP _____ ZIP _____

NEAREST INTERSECTION TO STUDENT'S RESIDENCE _____

MAILING ADDRESS _____ ZIP _____

FULL NAME OF SCHOOL TO BE ATTENDED Saint Joseph Grade School PHONE 732-349-2355

ADDRESS OF SCHOOL 711 Hooper Avenue Toms River, NJ 08753

STUDENT'S GRADE FOR THE COMING YEAR _____ SHORTEST ONE-WAY MILEAGE BETWEEN HOME AND SCHOOL _____ (MEASURED VIA THE SHORTEST ROUTE ALONG PUBLIC ROADWAYS OR WALKWAYS IN MILES AND TENTHS)

DATE SCHOOL OPENS 9/2020 CLOSES 6/2021 SCHOOL HOURS FROM 8:00 AM TO 2:25 PM
MILES TENTHS

NAME AND ADDRESS OF SCHOOL OF ATTENDANCE IN PRIOR YEAR _____

DATE _____ SIGNATURE _____

DO NOT WRITE BELOW THIS LINE * FOR PUBLIC SCHOOL USE ONLY

YOUR APPLICATION HAS BEEN REVIEWED BY THE RESIDENT DISTRICT BOARD OF EDUCATION. THE FOLLOWING DETERMINATION HAS BEEN MADE:

_____ TRANSPORTATION WILL BE PROVIDED _____ YOU ARE ELIGIBLE FOR PAYMENT IN LIEU OF TRANSPORTATION

_____ INELIGIBLE _____ (REASON)

DATE _____ SIGNATURE _____ TITLE _____

INSTRUCTIONS FOR COMPLETING THE APPLICATION FOR PRIVATE SCHOOL TRANSPORTATION (B6T) N.J.A.C. 6A:27-2.5

- IT IS THE OBLIGATION OF THE PARENT OR GUARDIAN OF PRIVATE SCHOOL STUDENTS TO:
 - ANNUALLY OBTAIN THE APPLICATION FOR PRIVATE SCHOOL TRANSPORTATION FROM THE ADMINISTRATIVE OFFICE OF THE PRIVATE SCHOOL FOR EACH STUDENT FOR WHICH TRANSPORTATION SERVICES ARE BEING REQUESTED. SUBMIT A SEPARATE APPLICATION FOR EACH STUDENT.
- NOTE:**
- IF THERE IS A CHANGE OF HOME ADDRESS, A NEW APPLICATION SHALL BE SUBMITTED TO THE PUBLIC SCHOOL DISTRICT OF RESIDENCE.
 - IF THERE IS A CHANGE IN THE NONPUBLIC SCHOOL OF ATTENDANCE, A NEW APPLICATION SHALL BE SUBMITTED TO THE PUBLIC SCHOOL DISTRICT OF RESIDENCE.
 - COMPLETE THIS APPLICATION AND RETURN IT TO THE PRIVATE SCHOOL ON OR BEFORE MARCH 10TH PRECEDING THE SCHOOL YEAR IN WHICH TRANSPORTATION IS BEING REQUESTED.
- LATE APPLICATIONS – ANY APPLICATION RECEIVED AFTER MARCH 10TH WILL BE A LATE APPLICATION AND MUST BE ACCOMPANIED BY A STATEMENT OF THE REASON FOR LATENESS. ELIGIBLE STUDENTS WILL RECEIVE TRANSPORTATION OR AID IN LIEU OF TRANSPORTATION BASED ON THE DATE THE APPLICATION IS RECEIVED BY THE PUBLIC SCHOOL.
- IT IS THE OBLIGATION OF THE NONPUBLIC SCHOOL ADMINISTRATOR TO ANNUALLY COLLECT THE APPLICATION AND SUBMIT IT TO THE PUBLIC SCHOOL FROM WHICH TRANSPORTATION IS BEING REQUESTED PRIOR TO MARCH 15TH.
 - IT IS THE OBLIGATION OF THE PUBLIC SCHOOL ADMINISTRATOR TO NOTIFY THE PARENT OR GUARDIAN AS TO THE DETERMINATION OF EACH APPLICATION BY AUGUST 1ST.

A DISTRICT BOARD OF EDUCATION SHALL PAY AID IN LIEU OF TRANSPORTATION TO THE PARENT OR GUARDIAN OF AN ELIGIBLE STUDENT ONLY AFTER RECEIVING A SIGNED "REQUEST FOR PAYMENT OF TRANSPORTATION AID" VOUCHER AS PRESCRIBED BY THE COMMISSIONER OF EDUCATION.

APPENDIX C
INDIVIDUAL STUDENT REQUEST FORM

INDIVIDUAL STUDENT REQUEST FOR LOAN OF TEXTBOOKS	
Date	
Public School District	Nonpublic School: St. Joseph Grade School
Address	Address: 711 Hooper Avenue Toms River, NJ 08753
Name of Student	
Grade	
Name of Parent	
<p>Under the provisions of N.J.S.A. 18A: 58-37.1 et seq., I hereby request the _____ (Public School District) to loan textbooks to the St. Joseph Grade School (Nonpublic School) in which my child is enrolled. I certify that my above named child and I are residents of the State of New Jersey. I understand that the public school district in which the nonpublic school is located has oversight of the State funds designated for providing the loan of textbooks to nonpublic school students pursuant to law and regulations.</p>	
Signature of Parent/Guardian: _____	
Date: _____	