



SAINT PATRICK CATHOLIC SCHOOL

325 Mansion Street Mauston, Wisconsin 53948 Telephone 608-847-5844 Fax 608-847-4103

FAMILY REGISTRATION FORM 2024/2025

FAMILY INFORMATION Current Family New Family (please check)

Father/Guardian #1:

Mr./Dr. _____
Last First

Address: _____

Home Phone: (____) _____ - _____

Occupation: _____

Employer: _____

Work Address: _____

Work Phone: (____) _____ - _____

Cell Phone/Pager Number: (____) _____ - _____

E-mail Address: _____

Religion: _____

Registered Parish/Church: _____

Mother/Guardian #2:

Mrs./Ms./Dr. _____
Last First Maiden Name

Address: _____

Home Phone: (____) _____ - _____

Occupation: _____

Employer: _____

Work Address: _____

Work Phone: (____) _____ - _____

Cell Phone/Pager Number: (____) _____ - _____

E-mail Address: _____

Religion: _____

Registered Parish/Church: _____

Each family must submit a \$100.00 per family non-refundable tuition deposit in order to complete the registration process.

FINANCIAL AID: Families must submit the registration form and fee before an application for financial aid can be considered.

Families should return all registration forms and fees together to: **Saint Patrick School
325 Mansion Street
Mauston, WI 53948**

We, the undersigned, certify that the information provided in this enrollment application is accurate and complete. Saint Patrick School retains the right to cancel enrollment at any time if this application contains false or misleading information. Upon admission to Saint Patrick School, we agree to comply with all the rules and regulations as set forth by Saint Patrick School. In addition, we agree to cooperate and assist the administration, faculty and staff in promoting the integrity and high spiritual, moral, and academic standards set forth by Saint Patrick School. We acknowledge that Saint Patrick School reserves the right to cancel enrollment at any time for reasons of academic, moral, or character deficiency as well as any actions detrimental to the Diocese of La Crosse, or the faculty, administration, staff, facilities and name of Saint Patrick School.

We have received a copy of and agree to abide by the St. Patrick Tuition Policy. Upon admission, the guardian(s) signing below accept financial responsibility for all tuition, fees, and charges on behalf of the named students. It is our obligation to make timely payments and we understand that late charges may be assessed to accounts in arrears. We further understand that if our account becomes severely delinquent, the school may withhold report cards, transcripts, and/or school records, our children may face suspension from attendance at school and/or may not be permitted to register for subsequent years. The school shall have the right to legal action for non-payment of tuition and fees.

The Signatures of both parents are required. In the case of divorce or separation, the parent(s) signing below accepts full financial responsibility.

Parent/Guardian Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

Printed Name _____

Printed Name _____

Please complete BOTH SIDES of this form.

STUDENT INFORMATION

In any situation where there is a custody agreement, the parents **MUST** provide St. Pat's with the portion of that agreement that stipulates custody and any other information pertinent to the school. This requirement is a condition of enrollment. In the case of divorce or separation, please indicate the custodial parent for each child.

STUDENT # 1

Student Name: _____
Last *First* *Middle*

2024/2025 Grade Entering: _____ Student's Date of Birth: ____/____/____ Gender: _____

STUDENT # 2

Student Name: _____
Last *First* *Middle*

2024/2025 Grade Entering: _____ Student's Date of Birth: ____/____/____ Gender: _____

STUDENT # 3

Student Name: _____
Last *First* *Middle*

2024/2025 Grade Entering: _____ Student's Date of Birth: ____/____/____ Gender: _____

STUDENT # 4

Student Name: _____
Last *First* *Middle*

2024/2025 Grade Entering: _____ Student's Date of Birth: ____/____/____ Gender: _____

STUDENT # 5

Student Name: _____
Last *First* *Middle*

2024/2025 Grade Entering: _____ Student's Date of Birth: ____/____/____ Gender: _____

Please provide a birth certificate, baptismal certificate and immunization record.

Please attach additional forms if applying for multiple children.

Every Catholic School in the La Crosse Diocese respects the dignity of each individual and therefore will not discriminate on the basis of race, nationality or sex in regard to enrollment. The Diocese of La Crosse has the obligation to publicize its nondiscrimination policies. DSP5101



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TUITION AGREEMENT 2024– 2025

Paying for a Catholic education is a shared investment in your child's future. Tuition pays for only a fraction of the true cost of educating a child. **The actual cost of tuition each year, per child at St. Patrick's School is over \$8,000.** Every student attending St. Patrick School receives financial assistance for the remaining portion of actual costs through the generous contributions of parishioners, fundraising done by our school and parish families, and contributions from individual benefactors.

We recognize that even these significantly reduced tuition levels may be a strain on some family's finances. Therefore, **St. Patrick School awards scholarships and grants** to help qualifying families with financing their child's education, including the Thomas Reardon Tuition Scholarships, Dan Kelley Tuition Scholarships, McCarty Scholarships, St. Benedict Fund, Bishop John Paul Endowment Scholarships, and more. It is our belief that no student should be subject to denial of a Catholic education because of inability to pay tuition if the child's family demonstrates complete devotion to raising their children according to the practices of the Catholic faith. Please ask if you have any questions.

TUITION RATES 2024 – 2025

	Parish Member Reduced Tuition Rates	Non-Parish Member Tuition Rates
First Child	\$2,725	\$3,050
Second Child	\$2,450	\$3,050
Third Child	\$2,200	\$3,050
Fourth Child	\$1,950	\$3,050

Parish Rate: See the attached document to define a Parish Member Responsibilities

Tuition Deposit: \$100 tuition deposit per family is required at the time of registration. This deposit is non refundable.

Family Referral Credit: \$1000. If you refer a new family to St. Patrick School and they enroll their child(ren), both your family and the new school family will receive a \$1,000 tuition credit toward this year's tuition.

RETURNING FAMILIES: An early re-enrollment discount will apply before **April 19, 2024**. Families who complete the registration process by this date will have the tuition deposit fee credited toward their tuition bill in the fall. For re-enrollments received after April 19, 2024, the deposit will not reflect as a credit toward tuition.

NEW FAMILIES: Receive credit of the tuition deposit toward fall tuition, regardless of the date of registration.

FINANCIAL AID: Families must submit the registration form and fee before consideration of an application for financial aid.

FAMILY NAME _____

Please complete ALL PAGES of this Agreement

REGISTRATION FOR ADDITIONAL PROGRAMS

	Program	Who is involved	Expectations	Select, where applicable	Notes
	Scrip (gift card, reward program)	Each family	Purchase \$1500 in Scrip (approximately \$75.00 in profit) <u>or</u> pay an additional \$75 for tuition	Purchase between (05/01/24 – 04/30/25)	Available for purchase in school office, parish office or at weekend masses.
	Home & School Dues	Each family	\$25 dues annually	\$25	Included on tuition statement
Please select optional areas of participation, where applicable.					
<input type="checkbox"/>	Band Transportation	6 th , 7 th , 8 th graders involved in the OMS band program	\$200 (\$100/semester)	<input type="checkbox"/> Yes, my child is in band <input type="checkbox"/> \$200 (Each Child)	Will be included on your tuition statement.
<input type="checkbox"/>	Extended Care Program	Service for children needing additional care extending beyond the school day.	Please indicate how often you expect you will use the Extended Care Program.	<input type="checkbox"/> Will not use <input type="checkbox"/> Drop in only <input type="checkbox"/> 2-3 days/wk <input type="checkbox"/> 3-5 days/wk	Billed monthly

Total Registration Costs for Additional Program(s) _____

_____	+	_____	+	\$100 Registration Fee =	_____
Tuition		Additional Programs			Total

TUITION PAYMENT OPTIONS

There are several payment options for paying tuition. The school accepts direct payments or families may arrange to coordinate payment options through the St Patrick's: Online Giving & School Tuition Payment available on the St. Patrick Website at the following link:

<https://giving.parishsoft.com/app/giving/st401183>

Provided as follows are the details for each payment plan, with accompanying due dates. Check the box next to the payment option preference that works best for your family

Payment Option	Dates	Check your choice
Payment in Full	Full payment due July 1	
Payment Plan	Two payments due on July 1, Nov 1	
Payment Plan	Four quarterly payments due on July 1, Sept 1, Nov 1, and Feb 1	
Payment Plan	Ten Payments beginning July 1 and ending April 1	
Individualized Payment Plan	Other – I will contact the School or Parish Office by May 3, 2024 to arrange a payment plan that will be outlined in writing and kept on file in the school office.	
ACH Debit Payment Option	Payments withdrawn directly from checking / savings account on a recurring (e.g. weekly / monthly) basis. Register on school/parish website https://giving.parishsoft.com/app/giving/st401183 (please contact the school or parish office for any assistance required.)	

The school will furnish a tuition statement according to the plan selected. (Parents who select to pay in ten installments will receive a tuition statement ten times a year; parents who select other than the Ten Payments Plan will receive a quarterly tuition statement.)

In all payment plan choices, St. Patrick’s Parish and School respectfully requests payment in full for the respective tuition balance no later than **May 1, 2025**.

TUITION AND FEE PAYMENT DELINQUENCY

The intent of this policy is optimally to resolve all instances of payment delinquency through encouragement of open dialogue to discuss available options favorable to all concerned, rather than imposition of penalty actions.

Non-Payment of Tuition

Saint Patrick’s Catholic Parish and School rely on the timely collection of tuition and fees in order to provide quality Catholic education to our students. Failure to collect all anticipated tuition places an enormous burden on our budget and risks the potential reduction or elimination of programs and services. Consequently, we must rely on all sources of income, including our families, to meet, faithfully, their contractual obligations as partners in this educational enterprise. If family financial circumstances change to such a degree that it warrants re-evaluation of the tuition and fees commitment, it is the responsibility of the family to contact the pastor or school administration as soon as possible to discuss and coordinate suitable alternative payment arrangements.

The Saint Patrick's School Catholic Education Committee (CEC), in coordination with the pastor, has established a **Financial Outreach and Assistance Committee (FOAC)**. This three member committee will consult with the pastor to address specific delinquencies as they arise during the 2024-2025 school year.

When responsible parties fail to make payment obligations according to selected and agreed upon payment plan options, the following measures will occur:

1. Contact made by the acting pastor to set up payment arrangements
2. Contact made by the school administrator to discuss delinquent payments

Families with Grade 8 Students:

The tuition and fees for 8th grade students must be current as of May 1, 2025. Students with past due balances will not receive a diploma or transcripts until payment of the balance in full or establishment of an acceptable alternate payment plan in writing.

End of school year balances:

All tuition and fees must be paid in full no later than May 1, 2025. The following measures for those families with unpaid balances and without an acceptable alternate payment plan on file:

- Family will receive written notification that their account is past due, along with a copy of this policy. • Report cards and transcripts will be withheld until payment of the balance in full or establishment of an acceptable alternate payment plan in writing.
- Students will not be eligible to participate in any school-sponsored activities or attend class for the fall session.
- The school shall have the right to legal action for non-payment of tuition and fees; and recoupment of any associated litigation fees.

Grievance Consideration:

Any grievance by a parent/guardian submitted against the school or its employees shall be subject to resolution through Diocesan Administrative Recourse. (See Diocesan Policy DSP 1391/1392)

AGREEMENT CERTIFICATION

We, the undersigned, hereby certify acceptance of financial responsibility for all tuition, fees, and charges on behalf of the named students. It is our obligation to make timely payments and we understand that assessment of late charges may occur for accounts in arrears. We further understand that if our account becomes severely delinquent, the school may withhold report cards, transcripts, and/or school records; and, deny enrollment of our children for subsequent years. The school may exercise the right to legal action for non-payment of tuition and fees; and recoupment of any associated litigation fees.

Signatures of both parents required. In instances of divorce or separation, the parent(s) signing below accept full financial responsibility.

Parent/Guardian Printed Name

Signature

Date

Parent/Guardian Printed Name

Signature

Date

To register for and receive the PARISH MEMBER SCHOOL TUITION RATE, you must be registered with St. Patrick Parish and actively participate in parish life. Active participation in our parish encompasses the following in addition to regular Mass attendance:

- Support the Parish financially on a regular basis
- Participate in Liturgy
 - Be a Lector for weekend Mass
 - Be an Usher for weekend Mass
 - Be a Communion Minister for Weekend Mass
 - Be a Musician for Weekend Mass
 - Be a Greeter for Weekend Mass
 - Be a Server (children & adults) for Weekend Mass
- Serve on a Parish Committee (regularly attend committee meetings and be active in the events of the committee)
 - Parish Council
 - Finance Council
 - Parish Council of Catholic Women
 - Catholic Education Committee
 - Building & Grounds Committee
 - Sacred Worship Committee
 - Cemetery Committee
 - Knights of Columbus (Men)
- Serve on a Fundraising Committee (regularly attend committee meetings and be active in the events of the committee)
 - Fall Festival Committee
 - Winter Bash (Gala) Committee
 - Golf Outing Committee
 - Hunters' Night Out Committee
- Sell Scrip at Weekend Mass
- Use Scrip REGULARLY

The tuition that school families pay to attend St. Patrick School is less than half of the cost to educate students here. St. Patrick Parishioners, through their commitment to our parish life, contribute the balance needed to support our school. If you register your children at the school as parishioners to receive the parish tuition rate, you are obligated to select the areas of parish life that your family will commit to. Please select how you will be active in St. Patrick Parish this year and return this form with your registration.

Name(s) _____
Phone Number(s) _____
Email address(es) _____

Scrip Program

Each school family is expected to purchase \$1500 of Scrip per year (May 1 to April 30).

WHAT IS SCRIP? Scrip is a program which gives back a percent of gift cards or Local Scrip to our school. When you buy a gift card, you are getting full value; *our profit comes from the merchant*. This profit helps keep tuition down and supports our school.

You can buy gift cards for almost any merchant. As an example, in this area, popular are Festival Foods (3%), Kwik Trip (5%), Amazon.com (1.7%), Walmart (2.5%), Walgreens (5%), Menard's (4%), Kohl's (5%). You can also pay your Kohl's credit card bill with Scrip. We have gift cards for every gas station in Mauston, except Pilot. Northside Mobil takes Local Scrip. We have lists of merchants available at the school, rectory and on-line.

Profit on gift cards ranges from 1.5% to 15%.

Using an average profit of 5%, the \$1500 purchase yields a profit of \$75 for our school.

A family who chooses not to purchase Scrip will have \$75 added to their tuition in lieu thereof.

As an added incentive to continue to use Scrip, our Finance Committee has adopted a policy whereby once a family has purchased the initial \$1500, 65% of the profit on additional purchases will be credited toward that family's tuition.

The use of Scrip for all your grocery and gas could be a big help with your family's tuition!

Scrip can be purchased at the school office during the school year, at all week-end Masses and at the rectory during school vacation.

You are able to purchase Scrip online. There are people available to help you get started with Scrip online shopping - just let us know. Or, go to ShopwithScrip.com (our school code is **81AEE3B38898**) to enroll. You can also download the "Raise Right" app to your smartphone to purchase scrip directly to your "scrip wallet".

Contact Jennifer or Jeri at the rectory, 608-847-6054, if you have questions.