

**ST. MARY SCHOOL
PERMANENT RECORD CARD**

Please Print

PERMANENT RECORD CARD

Family Name			Place of Birth	Month	Day	Year	Male	Female
First	Middle						Circle	

Home Phone _____ Address _____ City _____

State _____ Zip _____ Parish _____ City _____ Catholic/Non-Catholic
(Please circle)

Father Name _____ () Deceased	Mother Name _____ () Deceased	Guardian Name _____
Address _____	Address _____	Address _____
Phone(Home) _____	Phone (Home) _____	Phone(Home) _____
Cell _____	Cell _____	Cell _____
Place of Birth _____	Place of Birth _____	Place of Birth _____
Religion _____	Religion _____	Religion _____
Occupation _____	Occupation _____	Occupation _____
E-Mail _____	E-Mail _____	E-Mail _____

Marital Status of Parents: ___ Married ___ Single ___ Separated ___ Divorced

Custody Arrangements: _____

OVER

	Date	Church	City	State
Baptism				
First Penance				
First Communion				
Confirmation				

Admissions/Transfers

Date _____ Has transferred from: School _____ City _____ State _____ Zip _____	Is admitted to: School _____ City _____ State _____ Zip _____
Date _____ Has transferred from: School _____ City _____ State _____ Zip _____	Date _____ Has transferred from: School _____ City _____ State _____ Zip _____

Ethnic Background (optional): Please circle one: Hispanic/Latino or not Hispanic/Latino

Please check one: Caucasian Black Hispanic Asian Other _____

Brothers and Sisters of Child:

Name _____ Date of Birth _____ Age _____

Name _____ Date of Birth _____ Age _____

Name _____ Date of Birth _____ Age _____

Name _____ Date of Birth _____ Age _____

Has your child ever participated in an Early Intervention Program or has had Child Study testing?

_____ YES _____ NO

I will will not require Early Morning Care.

I will will not require After School Care.

Early Intervention/Child Study Team

Name: _____

Has your child ever participated in an Early Intervention Program or has had Child Study testing?

_____ *Yes*

_____ *No*

If yes, please supply St. Mary School with a copy of the report.

Telephone Information Form

The Primary Contact Number will be used to call you every time we send a SchoolMessenger call, regardless of the urgency of the message.

The Secondary Contact Number will be called at the same time as the Primary Number on calls where the message we are sending is of a more urgent or time sensitive nature to ensure that we get the call to you as soon as possible.

Other (any additional numbers that you may want to add) will be called at the same time as the Primary Number and Secondary Number on calls where the message we are sending is of a more urgent or time sensitive nature to ensure that we get the call to you as soon as possible.

Please consider these numbers carefully and make an effort to keep us informed as soon as possible if any of the numbers changes for any reason.

Child 1: Last Name: _____ First Name: _____
Grade _____
Primary Contact Number: (____) _____ - _____
Secondary Cont Number: (____) _____ - _____
Other: (____) _____ - _____
Other: (____) _____ - _____
Email: _____

Child 2: Last Name: _____ First Name: _____
Grade _____
Primary Contact Number: (____) _____ - _____
Secondary Cont Number: (____) _____ - _____
Other: (____) _____ - _____
Other: (____) _____ - _____
Email: _____

Child 3: Last Name: _____ First Name: _____
Grade _____
Primary Contact Number: (____) _____ - _____
Secondary Cont Number: (____) _____ - _____
Other: (____) _____ - _____
Other: (____) _____ - _____
Email: _____

Child 4: Last Name: _____ First Name: _____
Grade _____
Primary Contact Number: (____) _____ - _____
Secondary Cont Number: (____) _____ - _____
Other: (____) _____ - _____
Other: (____) _____ - _____
Email: _____

(B6T) APPLICATION FOR PRIVATE SCHOOL TRANSPORTATION

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

SCHOOL YEAR 2022-2023 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 St. Mary School PHONE 856-629-6190

ADDRESS OF SCHOOL 32A Carroll Ave. Williamstown, NJ 08094

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 9/2022 CLOSSES 6/2023 SCHOOL HOURS FROM 8:15 AM TO 2:45 PM
MILES TENTHS

NAME AND ADDRESS OF LAST SCHOOL OF ATTENDANCE _____

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.

LICENSE, RELEASE AND HOLD HARMLESS AGREEMENT

I, _____, who reside at _____

_____, am the parent/legal guardian of _____, and (CHECK ONE)

I hereby agree:

(1) to allow my child to be photographed or interviewed for the Star Herald, any other local newspapers, TV stations, ALL social media outlets (ie: Facebook, Twitter, Instagram, Snapchat, etc.), and any school or parish publications, including but not limited to, press releases, bulletins, newsletters, brochures, videos, computer images, web pages

(2) to waive, release, and forever discharge any and all claims that I may have with respect to the use of the said photograph by The Diocese of Camden, New Jersey, St. Mary School and their respective agents, servants, employees, officers, trustees, administrators, and volunteers; and

(3) to indemnify, hold harmless, protect and defend The Diocese of Camden, New Jersey, St. Mary School and their respective agents, servants, employees, officers, trustees, administrators, and volunteers, from any and all claims, losses, liabilities, damages, suits, fines, penalties, costs and expenses, including reasonable attorneys fees, brought or incurred by or on behalf of any person whomsoever or entity whatsoever, arising out of or in any way connected with the said use of the aforementioned photograph by any person or entity.

OR

I do not agree to allow any interview or photograph of my child to be published in the Star Herald or any school or parish publications, including but not limited to, press releases, bulletins, newsletters, brochures, videos, computer images, web pages.

IN WITNESS WHERETO the parties have signed this Agreement on this _____ day of _____, 202__.

(Signature of Parent/Guardian)

(Print Name of Parent/Guardian)

PLEASE NOTE: Unless SMS receives a written request from a parent to exclude your child, their picture will appear in the SMS annual yearbook.

(Use of Photo-Minor)

2022-2023

INDIVIDUAL STUDENT REQUEST FOR LOAN OF TEXTBOOKS

Date	
Public School District - Monroe Twp	Nonpublic School - St. Mary School
Address - 75 East Academy St. Williamstown, NJ 08094	Address - 32A Carroll Ave. Williamstown, NJ 08094

Name of Student

Grade Level for 2022-2023 School Year

Name of Parent

Under the provisions of N.J.S.A. 18A: 58 - 37.1 et seq., I hereby request the Monroe Twp

(Public School District) to loan textbooks to the St. Mary 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.

Signature of Parent/Guardian: _____

Date: _____

Saint Mary School

2022-2023 School Year

Tuition Policy/Financial Matters

Parents/guardians are obligated to pay tuition in order to obtain educational services for their children. It is the parent's/guardian's responsibility to maintain their financial commitments to the school. In the event of a financial hardship resulting in non-payment, you must contact the principal. The school may, but is not obligated to, send reminders or other notices regarding outstanding bills. Failure to make payments when due, or to make arrangements with the school for payment of delinquent obligations, may result in the termination of RenWeb or discontinuation of educational services to your child, possibly leading to disenrollment. In those cases where students are in eighth grade, documents including transcripts and diplomas will not be provided if you have a delinquent balance with the school. All present year tuition must be paid in full before the last day of the school year or the student's placement for the upcoming school year will not be guaranteed. Unpaid bills may be referred to a collection agency. Costs associated with the collection will be added to the parent/guardian fees. There is no tuition responsibility for withdraw prior to June 30th for the upcoming school year. For withdraws on or after July 1, please see policy on next page..

Tuition payments are collected monthly through FACTS Tuition Management Services. Tuition is paid by automatic deduction from either your checking or savings account. FACTS will also accept payments using MasterCard, Discover or American Express. Please note there is a 2.85% convenience fee charged to the credit card holder. Confidentiality of all account information is guaranteed. Payments are deducted on the 5th or the 17th of each month beginning in July and ending in April. A late fee of \$30.00 will be assessed to your account if any payment is not received within 10 days from the payment due date. FACTS will charge a \$30.00 failed payment fee for any attempt that fails AND they will make a total of three attempts. New admissions during school year will be required to spread their payments over remaining months through April. All initial questions regarding the FACTS Tuition Program should be made to Mary Baron (629-6190 ext.21) in the Finance Office.

Tuition may also be paid in full through **FACTS Tuition only** and payment is expected before June 15th for the next school year. A late fee will be assessed if payment is not received by June 30th.

Tuition Assistance: Applications for tuition assistance must be done on-line only through FACTS. There is a \$25 non-refundable application fee to FACTS to apply for assistance.

**Please review our Tuition Refund Policy Addendum regarding
In-School and Remote Learning found on the last page of
This document**

Tuition Refund Policy

Grades K-8 Refund Policy

In the event of a student leaving St. Mary School during the school year (1st day of school to the last day of school) or during the months of July and August:

1-If tuition has been PAID IN FULL, based on the time of withdraw, only a percentage of tuition will be refunded. See schedule below for the tuition amount that will be owed (therefore not refunded if paid in full) to St. Mary School at time of withdraw.

2- If tuition payments are being done MONTHLY (July-April) or based on the schedule agreed upon at time of enrollment, a percentage of the total amount of tuition for the year will be owed/due to St. Mary School (see table below for specific dates)—there will be no refunds of tuition already paid in the prior months to the withdraw

There is no tuition responsibility for withdraw prior to June 30th for the upcoming school year. For withdraws on or after July 1st, please see policy below.

Withdraw/Transfer Prior to:	% Annual Tuition Refundable If paid in full ONLY-NO REFUNDS FOR THOSE DOING MONTHLY PAYMENTS	% Annual Tuition Owed
August 1	90%	10%
September 1	80%	20%
October 1	70%	30%
November 1	60%	40%
December 1	50%	50%
January 1	40%	60%
February 1	30%	70%
March 1	20%	80%
April 1	0%	100%

Grades K-8 Partial Year Policy

In the event of a student enrolling at St. Mary School during the year, tuition is due to the school, according to the following schedule:

* Enrollment Prior to:	% Annual Tuition Owed
Up to September 15	100%
October 1	90%
November 1	80%
December 1	70%
January 1	60%
February 1	50%
March 1	40%
April 1	30%
May 1	20%

* Enrollment refers to when a student registers for St. Mary School not when he/she is scheduled to begin his/her first day at St. Mary School.

Pre-School Programs

In the event of a student leaving St. Mary School during the school year (1st day of school to the last day of school) or during the months of July and August:

1-If tuition has been PAID IN FULL, based on the time of withdraw, only a percentage of tuition will be refunded. See schedule below for the tuition amount that will be owed (therefore not refunded if paid in full) to St. Mary School at time of withdraw.

2- If tuition payments are being done MONTHLY (July-April) or based on the schedule agreed upon at time of enrollment, a percentage of the total amount of tuition for the year will be owed/due to St. Mary School (see table below for specific dates)—there will be no refunds of tuition already paid in the prior months to the withdraw

There is no tuition responsibility for withdraw prior to June 30th for the upcoming school year. For withdraws on or after July 1st, please see policy below.

For late enrollees, please see K-8 partial year policy from previous page.

Withdraw/Transfer Prior to:	% Annual Tuition Refundable If paid in full	% Annual Tuition Owed		
August 1	90%	10%		
September 1	80%	20%		
October 1	70%	30%		
November 1	60%	40%		
December 1	50%	50%		
January 1	40%	60%		
February 1	30%	70%		
March 1	20%	80%		
April 1	0%	100%		

If there is a change in the number of days a student is enrolled in preschool, the new tuition rate will become effective on the first of the month following the change. There will be no refunds of prior monies paid or increases in the month of change.

Note: For K-8 and Pre-School, registration and other fees are due regardless of date of enrollment.

Tuition Rates are determined by the Finance Committee based on information provided by the Diocesan Office. There is a Catholic and Non-Catholic tuition rate. The definition of each category is below:

Catholic: Parent/Guardian must be registered in a Catholic parish and the child must have a valid Baptismal certificate. At least one parent must be Catholic.

Non-Catholic: Religion other than Catholic. Greek Orthodox will be considered Non-Catholic. Children must still participate in Religion classes and participate in Liturgical events. Non-Catholic students participate in sacramental classes but are not eligible to make the sacrament.

St. Mary School
Tuition Refund Policy
Remote Learning

Remote Learning Tuition Guidelines:

- Learning will continue during times of Remote Learning.
- Tuition will continue to come out as scheduled per your FACTS agreement.
- Tuition is for 180 days of instruction which St. Mary School will continue to provide
- There will be no refunds of previous tuition paid.
- Withdraw guidelines in the current Tuition Refund Policy will remain in effect throughout the time of Remote Learning
- If your child/ren are instructed to go onto Remote Learning because of the need to quarantine, Tuition will continue to come out as scheduled per your FACTS agreement. St. Mary School will continue to provide your child/ren instruction while he/she/they are on Remote Learning and withdraw guidelines in the current Tuition Refund Policy will remain in effect during the entire time of their Remote Learning.

Whether in school or remote learning, St. Mary School is committed to providing excellent education which aligns with your family values.

THANK YOU.



I/We have received and/or were directed to where to find the St. Mary School 2022-2023 Tuition Policy/Financial Matters /Tuition Refund Policy. The policy may be found in our St. Mary School Handbook and on our website at www.smarys.org.

This policy, which may be updated when required and shared with all school families, as well as your signature on this form, will be in affect during the entire time your student/s are registered here at St. Mary School. Guidelines stated for all withdrawals and/or later admissions and/or Remote Learning must be followed. Official withdrawals must be in writing (letter of intent sent home to families used for following year planning is NOT considered an official withdrawal).

Parents/Guardians Signature

Date

St. Mary School Transfer Grant

We are excited to announce the **St. Mary School Transfer Grant**. This grant will enable students to experience the many benefits and gifts of a Catholic school education here at St. Mary School. Through this grant, we can further our mission to pursue academic excellence, build a foundation for spiritual growth and cultivate the values rooted in our Catholic heritage. It will also enable us to provide a quality Catholic education to families in our local communities and continue *Learning and Living in Christ* now and in the future.

Important Information about our St. Mary School Tuition Transfer Grant

- Students must be transferring from a public school, charter school, currently home schooled, or from out-of-Camden diocese Catholic School.
- Open to students entering 1st-7th grade for the 2022-2023 school year. New students entering 3 and 4 year old Preschool, Kindergarten and 8th grade students do not qualify for this grant program.
- St. Mary School admission requirements apply to all those registering to receive this grant. This includes: confirmation of the Catholic and Non-Catholic tuition rates, reception of all documentation including report cards and standardized test scores (where applicable), a 2-day visit to our school (when allowed), call to current principal (where applicable). Administration reserves the right to recommend that a student/s may be ineligible for admission to St. Mary School.
- Classrooms above capacity are ineligible.
- Tuition Transfer Grant applies to NEW families only; however, siblings of current students transferring from a public school, charter school, currently homeschooled or out-of-diocese school and entering grades 1 through 7 for the 2022-2023 school year are eligible per the admission guidelines.
- Families receiving the tuition transfer grant must complete each consecutive year in order to receive the grant. St. Mary School administration reserves the right to make continuation of admissions decisions throughout the course of the school year with regard to academics and/or discipline concerns. This also applies to re-registration following the first year at St. Mary School.
- Families receiving this grant cannot apply for Tuition Assistance; however, after two years families may then apply for tuition assistance.
- This grant is effective for all those who have withdrawn prior to the 2021-2021 school year and have not been a student at St. Mary School for one year or more years. If you have withdrawn during the 2021-2022 school year or at the close of this school year (June 2022) and change your decision, you are not eligible to apply for this grant for the 2022-2023 school year.
- The Catholic/Non-Catholic current tuition rates will be used as the base tuition for the first year of the grant. The \$100.00 non-refundable registration fee per child will still be collected.
- The 2nd year grant will be based on the 2023-2024 school year Catholic/Non-Catholic tuition rates.
- Transfer grant amount will be pro-rated for admission after September 15. Amount for the 2nd year of the transfer grant will remain the same.
- The St. Mary School Tuition Refund Policy will be in effect for this transfer grant. If a withdraw takes place while St. Mary School is on full Remote Learning, the transfer grant will no longer be in place and you will no longer be eligible to receive the grant should you return during the 2022-2023 school year.
- All families applying for this grant are subject to admission acceptance by administration. St. Mary School administration reserves the right to determine the reception of this grant and is subject to approval by administration based on our admission guidelines. Administration will be in contact with the student/s current principal prior to acceptance.

St. Mary School Transfer Grant Information

The 2022-2023 Tuition Rates are not yet available. When they become available they will be posted on our website, www.smarys.org

These are the current tuition rates for the 2021-2022 school year. Please expect an increase in these rates for the 2022-2023 school year. These tuition rates will not be used for the 2022-2023 Transfer Grant amount deductions.

Catholic Students:

First Child: \$ 5,650.00

Second Child: \$ 4,325.00

Third (and each additional Child): \$ 3,475.00

(Catholic rate denotes that the child has a valid Baptismal and the parents/guardians are registered in a Catholic parish)

Non-Catholic Students: \$7,025.00 per child

Registration Fee: \$100.00 per child (NON-REFUNDABLE)

Dollar amount awarded for Transfer Grant

	<u>First Year (based on 2022-2023 tuition rate)</u>	<u>Second Year (TBD/2023-2024 tuition rate)</u>
1 st Child	\$1,000.00	\$500.00
2 nd Child	\$750.00	\$375.00
3 rd Child (and additional child/ren)	\$500.00	\$250.00

- The deduction will be divided over 10 months and deducted monthly for those paying over the 10 month FACTS payment plan.
- Those paying in full by June 15, the grant will be deducted from the total tuition and will come out with this one payment.
- After the 2nd year, families may apply for tuition assistance.
- St. Mary School Tuition Refund Policy is in effect for this grant. You will receive a copy of the refund policy at registration and it is available in our handbook on our website. At this current time (2021 and going forward until further notice) the Tuition Refund Policy will be available online and not physically handed to families. (www.smarys.org).

St. Mary School Transfer Grant

Agreement

We/I have received, read, and understand all the guidelines pertaining to receiving the St. Mary School Transfer Grant.

Name of Student: _____

Grade Entering in September 2022 _____

Amount of Grant (Year 1) _____ School Year: _____

Amount of Grant (Year 2) _____ School Year: _____

This grant may only be applied to tuition for the school years listed above. It is not transferable and must be used in the two consecutive years listed above.

Should the student leave St. Mary School during either of the school years listed above the grant is forfeited.

Parent/Guardian Signature

Date

Principal Signature

Date

Business Administrator Signature

Date

St. Mary School Administration reserves the right to make ALL FINAL DECISIONS regarding the reception of the St. Mary School Transfer Grant.