

St. Therese School Registration Check List



The registration materials for our school are enclosed. These forms **must be completed** prior to admission.

Use this as a checklist for your return of the completed forms.

- Registration Form
- Set up a FACTS Tuition Account
- Pastoral Agreement (turn in to your pastor or parish office)
- Tuition Contract
- Financial Obligation Disclosure Form
- Registration fee per student, \$200.00
- Technology Agreement
- Parent Handbook Acknowledgment Form (see Admissions Tab on website)

New incoming students

- \$50 Application Fee
- Records release from prior school
- Certificate of Immunization Status
- Copy of Baptismal and/or Birth Certificate

These forms and registration fee must be returned to the school office to complete registration and secure a spot in a class for the 2020-2021 school year.

The **tuition year** begins June 1st and ends May 30th the following year.

Several payment plans are available. If you are enrolling after June 1st please contact the bookkeeper for an appropriate payment plan.

**Tuition Assistance applications are completed on-line at
www.factstuitionaid.com**

Deadline for applications is January 15, 2020

**St. Therese School
Student Registration Form**

**Grade Entering _____
For School Year: _____**

Date of Admission: _____

Student's Last Name (legal)		First Name, Middle Name		Sex <input type="checkbox"/> M <input type="checkbox"/> F	Birth date / /	Ethnicity: <input type="checkbox"/> Caucasian <input type="checkbox"/> Asian <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> Amer Ind/Alaska native	
Home Address			Home City	State	Zip Code	Birth State & Country	
Mailing Address (if different)			Mailing City	State	Zip Code	Home Phone Number <input checked="" type="checkbox"/> if Unlisted? <input type="checkbox"/>	
PARENT / GUARDIAN INFORMATION:							
Last Name Head of Household (Legal Guardian)		First Name Head of Household		Head of Household Work Phone	EXT	Unlisted <input type="checkbox"/> Y <input type="checkbox"/> N	Living With <input type="checkbox"/> Parents <input type="checkbox"/> Father <input type="checkbox"/> Mother <input type="checkbox"/> StepFather <input type="checkbox"/> StepMother <input type="checkbox"/> Foster <input type="checkbox"/> Guardian <input type="checkbox"/> GrndParent
Last Name Spouse		First Name Spouse		Spouse Work Phone	EXT	Unlisted <input type="checkbox"/> Y <input type="checkbox"/> N	
Head of Household Religion			Spouse's Religion				
Head of Household Employer & Occupation			Spouse's Employer & Occupation				
Employer Address			Employer Address				
Natural Parents of Student are: <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Remarried <input type="checkbox"/> Deceased (circle one) Mother Father							
Responsible Party for Tuition:			Address/City/State/Zip - (if different from above)				
Family E-Mail address			Other important numbers (cell phone, etc.)				
Non-Custodial Parent - Last Name		First Name		Home Phone	Unlisted <input type="checkbox"/> Y <input type="checkbox"/> N	Work Phone	
Non-Custodial Spouse - Last Name		First Name Spouse		Spouse Home Phone	Unlisted <input type="checkbox"/> Y <input type="checkbox"/> N	Work Phone	
Non-Custodial Parent Religion			Are there visitation or court ordered restrictions? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, it is important to provide documents to the school.				
RELIGION / FAMILY LIFE							
Parish Currently Attending			Parish City/State		Are you Registered & Active <input type="checkbox"/> Yes <input type="checkbox"/> No		Date of Parish Registration
Student's Sacraments:		Church / Parish		Address		City/State	
Baptism							
Eucharist							
Reconciliation							
RECORD OF OTHER CHILDREN IN FAMILY: (List all children in the family)							
Name		Date of Birth		Relationship to student		Living at Home (circle one)	
						Yes No	
						Yes No	
						Yes No	
						Yes No	
						Yes No	
PUBLIC SCHOOL INFORMATION							
Public School District of Residence		Is this student currently receiving: Special Education Services/ I.E.P.: <input type="checkbox"/> Yes <input type="checkbox"/> No Related Services: (speech, counseling, etc.) <input type="checkbox"/> Yes <input type="checkbox"/> No			Has this student ever received: Special Education Services <input type="checkbox"/> Yes <input type="checkbox"/> No Related Services: (speech, counseling, etc.) <input type="checkbox"/> Yes <input type="checkbox"/> No		
Last school attended: (name & city)			Please specify any special services and the dates received:				
EMERGENCY INFORMATION:							
#1 Contact: (other than parent) Name / Phone / Relationship							
#2 Contact: (other than parent) Name / Phone / Relationship				Persons Authorized to Pick Up Student (Name/Phone)			
Doctor Name:		Doctor Phone		Dentist Name		Dentist Phone	
Hospital		Please check any current on-going problems: (If yes to any below, school needs complete health information) <input type="checkbox"/> Serious Allergy <input type="checkbox"/> Asthma <input type="checkbox"/> Heart Disease <input type="checkbox"/> Diabetes <input type="checkbox"/> Seizure Disorder <input type="checkbox"/> Medications <input type="checkbox"/> Other Explain:					
In case of accident or serious illness, if neither responsible guardian nor named physician can be reached, do you authorize and direct the school officials to send your child to a doctor and/or hospital for medical treatment? <input type="checkbox"/> Yes <input type="checkbox"/> No							
Parent Signature: _____						Date _____	

ST. THERESE SCHOOL 2020-2021 TUITION RATES

KINDERGARTEN THROUGH 8TH GRADE TUITION RATES:

Multiple child discounts are available at the following rates:

- One child 100%
- Two children 85% of full rate for second child
- Three or more children 75% of full rate for each additional child

FULL TUITION SCHEDULE

Children	Annual <i>One yearly payment</i> <u>June</u>	12-month <i>Twelve Payments</i> <u>June to May</u>
1 Child	<input type="checkbox"/> \$7,623	<input type="checkbox"/> \$636
2 Children	<input type="checkbox"/> \$14,103	<input type="checkbox"/> \$1,175
3 Children	<input type="checkbox"/> \$19,820	<input type="checkbox"/> \$1,652

TUITION SCHEDULE FOR QUALIFIED FAMILIES

When a family has received a signed Pastoral Agreement Form from their parish, the tuition rate is reduced based on the support received from the family's parish. A qualifying Catholic student is determined by their parish. If at any time during the year a parish does not grant "qualified" status to a family, the school will adjust student tuition based on the full tuition rate.

Children	Annual <i>One yearly payment</i> <u>June</u>	Semi-Annual <i>Two Payments</i> <u>June & December</u>	12-month <i>Twelve Payments</i> <u>June to May</u>
1 Child	<input type="checkbox"/> \$6,099	<input type="checkbox"/> \$3,050	<input type="checkbox"/> \$508
2 Children	<input type="checkbox"/> \$11,283	<input type="checkbox"/> \$5,642	<input type="checkbox"/> \$940
3 Children	<input type="checkbox"/> \$15,858	<input type="checkbox"/> \$7,929	<input type="checkbox"/> \$1,322
4 Children	<input type="checkbox"/> \$20,432	<input type="checkbox"/> \$10,216	<input type="checkbox"/> \$1,703

Required non-refundable Registration Fee: \$200 per child due no later than May 1, 2020, this will hold your child's spot. (billed in March)

STUDENT FEES: All fees are included in the total tuition cost except:

- 4th grade overnight Oregon Trail experience, \$150
- 6th grade Outdoor School fee, \$400. Fundraisers may reduce the Outdoor School fee.
- 8th grade graduation fee, \$150 (includes: sweatshirt, graduation photos, announcements, receptions and Oaks Park).
- Field trips/class trips will be billed separately

I have read and understand the tuition schedule and expectations above. Please charge my tuition account as I have requested.

Parent Signature _____ Date _____

Student Name _____ Grade _____

Preschool tuition does not qualify for subsidized or multiple child discounts. Please contact the Parish Office for Preschool rates.



ST. THERESE SCHOOL
Little Flower Preschool
Program Options and Tuition



FAMILY NAME: _____

St. Therese Preschool is open from 8:15 to 11:20 am Monday through Friday. The Preschool Day Care is offered from 11:20am – 3:00pm. Day Care takes place in the Preschool and is limited to 18 students.

CHECK THE PROGRAM YOU PREFER

4 years old by September 1st: Pre-Kindergarten

Days per Week	Schedule	Hours	Annual / 12 mo. Cost	Choice
5 Monday - Friday	Morning only	8:15 – 11:20 am	\$5,550 / \$463	
5 Monday - Friday	Full Day	8:15 – 3:00 pm	\$7,550/ \$625	

All students must be able to feed themselves and be toilet trained by September 1st.

Tuition assistance is not available for preschool.

Registration Fees must be paid by May 31, 2020

Students must provide their own snack. They may bring a cold lunch or purchase hot lunch.

Care will not be offered on school half-days, holidays, teacher in-service days, Christmas vacation, Spring break and during the summer.

<p>Preschool Registration Fees \$200</p>

1260 NE 132nd Ave.
Portland, Oregon 97230



Bus. Office 503-256-5850
School 503-253-9400
Rel. Ed. 503-256-5850

Financial Obligation Disclosure for 2020-2021

During the 2020-2021 school year, from June, 2020 to May, 2021, I agree to complete the following St. Therese School parent obligations:

- ✓ Registration form
- ✓ Tuition Contract
- ✓ Application Fee - \$50 new students only
- ✓ Registration fee - \$200 per student

St. Therese School takes the commitment to Catholic parishes seriously and expects parents to completely fulfill their obligations to ANY Archdiocese parish that awards them "qualified" status. In addition, tuition will be increased should a parish notify the school that the family is not fulfilling their commitment.

_____ *Initial*

K-8th Parents in addition throughout the year will meet these obligations:

- ✓ I agree to complete my Fair Share requirements (40 hours/20 hours single parent) by completing:
 - **10 volunteer hours** for Fund Raising/Development (5 for single parent)
 - **30 volunteer hours** for school-related activities (15 for single parent)
- ✓ I agree to complete the following Parent Club Fund Requirements:
 - **Scrip/gift card** requirement of a total of \$2,400 per year (\$1,200 for single parent). Buy-out from this program is \$240 per year
 - **Jog-A-Thon:** Each family will solicit, but are not limited to \$175 in pledges for your first child, additional \$50 per child. Maximum obligation is \$275 per family. (There is no single parent discount for the Jog-a-thon).
 - **Raffle:**
Sell or purchase a minimum of \$120 of raffle tickets. (There is no single parent discount for the Raffle).
 - **Additional Fund Raising event(s) if needed**

Preschool Parents throughout the year will meet these obligations:

- **10 volunteer hours** (See teacher for opportunities)
- **Raffle**– sell or purchase a minimum of \$30 of raffle tickets
- **Jog-A-Thon & Scrip purchases** are optional – parents are encouraged to participate

Parent Signature

Date

Print Name

Oldest Student and Grade

RETURN THIS FORM WITH YOUR REGISTRATION PACKET

1260 NE 132nd Ave.
Portland, Oregon 97230



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Parent Signature

Date

Print Name

Oldest Student and Grade

RETURN THIS FORM WITH YOUR REGISTRATION PACKET



2020-2021 St. Therese Parish & School Application for Reduced Tuition

Please review the criteria establishing qualification for the discounted tuition rate:

1. The family must be registered in **St. Therese Parish**
2. The family must be **regularly involved** in parish activities
 - a. All families with children in the school must have parents involved in at least one volunteer ministry in St. Therese Parish (volunteer hours at school do not count). Parish hours count towards school volunteer hours.
 - b. All students in 5th – 8th grade should serve as weekend Altar Servers at St. Therese Parish.
3. The family **should attend Mass** each Sunday and on Holy Days of Obligation.
4. The family must give regular, **identifiable financial support** to the parish (e.g., by using **on-line donations**, parish contribution envelopes or checks).

Family requesting Reduced Tuition rate:

Name of Father _____

Name of Mother _____

Address _____

Contact phone# _____

Contact Email _____

Child(ren) and grade _____

By signing below, I (we) hereby agree that as a disciple of Jesus Christ and as a member of His Church, that we, as a family, have met the above requirements for a reduced tuition rate at St. Therese School. I (we) agree that if, upon review, it is established that I (we) have not met these requirements, the tuition discount allowed can be charged back against my (our) tuition account at St. Therese School.

Signed and dated:

Father: _____ Date: _____

Mother: _____ Date: _____



**ARCHDIOCESE
OF PORTLAND IN
OREGON**



Department of Catholic Schools

2020-21 PARENT "OUT-OF-PARISH" SCHOOL REGISTRATION FORM

In accordance with the Archdiocese of Portland's **K-8 Elementary School Financial Operation Plan (2007 Revision)** and **Forming Missionary Disciples: A Strategic Plan for Catholic School Education (January 2018)**, parishes without elementary schools will continue to invest in supporting Catholic education in the Archdiocese of Portland. (This investment was formerly known as "Out-of-Parish Subsidy.") During this transition year, as the Archdiocese begins adopting the new model, the investment for parishes without schools will continue to be based on the number of qualifying Catholic students from each parish enrolled at an Archdiocesan elementary school.

A qualifying Catholic student is generally determined as follows:

- a. The family must be registered in the parish, be involved, and attend church in the parish.
- b. The family must give regular, identifiable financial support to the parish (e.g., through use of parish contribution envelopes, checks, or electronic giving).
- c. Parishes **may not** add additional requirements.

As part of the school registration process, this form must be completed by the parent(s), **signed by their Pastor**, and returned to the school office. The signed form will document the family's status as a qualifying Catholic family. The family's tuition will then be based on the "qualifying Catholic" rate charged by the school.

✂ Please detach the portion below, and return the signed form to the school office.

2020-2021 PASTOR AGREEMENT FORM

SCHOOL: _____

DATE: _____

PARENTS' FULL NAMES:

HOME NUMBER: _____

CELL NUMBER: _____

PARISH AFFILIATION: _____

NAME(S) AND GRADE(S) OF CHILDREN TO BE ENROLLED:

(1) _____

(2) _____

(3) _____

(4) _____

X _____
PASTOR'S SIGNATURE (required)*

_____ DATE

***Signing this form is an agreement by the Pastor that the parish will pay \$1,100 for each child listed.**

Pastoral Agreement Commitment Sheet

A meeting with the Faith Formation Coordinator is the second step in the completion of your application for reduced tuition. The meeting is an opportunity for you to know more about the many activities and areas in the Parish that are open for families who are participants in the Pastoral Agreement. The meeting is also an opportunity to learn more about how active participation in the Church and Parish will bring about more positive transformations in your child, in you and in your family. Please call the Office to set up an appointment 503-256-5850. Please request that your meeting be anytime between:

Tuesdays: 7:00am – 8:00am, 8:15am-9:15am, 2:00pm-3:00pm, 5:30pm-6:30pm

Fridays: 7:00am – 8:00am, 8:15am-9:15am, 2:00pm-3:00pm, 5:30pm-6:30pm

NOTE: Please bring this form with you to the meeting.

TO BE COMPLETED BY THE FAITH FORMATION COORDINATOR:

_____ (Name of Parent/s) attended a meeting with the

Faith Formation Coordinator on _____

The area or areas of commitment selected:

Altar Server

Catechist

Ecclesia Choir

Coffee and Donuts

Eucharistic Minister

Funeral Receptions

Greeter

Homebound Minister

Lector

Usher

Knights of Columbus

Women's Association

PARENT SIGNATURE/S _____

FAITH FORMATION COORDINATOR'S SIGNATURE AND DATE: _____

PLEASE RETURN THIS FORM TO THE PARISH OFFICE



Parent Handbook Acknowledgement Form

I, _____ acknowledge that I have read the St Therese
(PRINT PARENT/GUARDIAN NAME)

Parent Handbook. I understand that it is my responsibility to contact the Principal should I have questions or need clarification regarding any policies, practices and procedures contained in the Parent Handbook.

Signature of Parent/Guardian Date

Signature of Parent/Guardian Date

Child's Name

Grade

St. Therese School
1260 NE 132nd Ave.
Portland, Oregon 97230
Phone 503-253-9400 Fax 503-253-9571

Date of Request: _____

Authorization for Release of Student Records **FROM:**

School _____

Address _____

City/State/Zip _____

Oregon Revised Statutes allow transfer for student progress records without penalty to any other school or education institution upon receipt of notice of the student enrolling in said institution. (ORS 336.215)

Please send all academic records, specialized instructional records, psychological reports, behavior reports and health records to St. Therese School.

Student Name	Grade	Date of Birth
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

School Secretary

Date

PLEASE SEND RECORDS TO:

Registrar
St. Therese School
1260 NE 132nd Ave
Portland, OR 97230