



St. Luke Catholic School

5521 N. Cloverly Avenue
Tempe City, CA 91780
(626) 291-5959 Fax (626) 285-5368
Website: www.stlukelions.org

January 23, 2019

Dear Parents,

It is time to plan for next year! Enclosed is the re-registration packet for the 2019-2020 school year. Please complete and return the re-registration forms and return to the school office by February 1, 2019.

Registration fees for the 2019-2020 school year will stay the same. Please return paperwork with a check or cash. Please adhere to the due dates stated below. The registration fee secures your student/s space for the 2019-2020 school year.

If you have a new student enrolling this fall, please check the appropriate square on the attached re-registration form and an application will be sent home with your oldest child. Transitional Kindergarteners must be 4 years old by September 1, 2019, Kindergartners must be 5 years old by September 1, 2019 and First graders must be 6 years old by September 1, 2019.

If your student/s will not be returning in September please return the enclosed re-registration de-noting that the child/ren will not be returning.

Please attach a copy of your 2018 contributions, sent to you from St. Luke Church, to your re-registration forms. This will be used for verification of your \$380+ contribution as a supporting member of St. Luke Parish, to receive the supporting tuition rate.

VIP Credits can be bought out at a rate of \$30 per VIP Credit. $24 \times \$30.00 = \720.00 for two parent families and $14 \times \$30.00 = \420.00 for single parent families. Fiesta hours cannot be bought out; unfulfilled Fiesta hours will be billed at \$50 each; the requirement is 6 hours per family.

IMPORTANT DUE DATES:

February 1, 2019	Re-registration form, Tuition Option form, Automatic Account Deductions Authorization form, copy of your St. Luke Catholic Church offering statement and (non-refundable) re-registration fee.
February 1, 2019	(Non-Refundable) Re-Registration Fee \$300 per family
May 1, 2019	Final Registration in Parish Hall 4:00 pm to 6:00 pm and (Non-Refundable) Annual Fee of \$385 per student due
May 2, 2019	Late fee applied to Unpaid Registration and Student Annual Fee

Final registration packets will not be issued until 2018-2019 commitments are fulfilled. (For example: tuition, pledge, Lions' Raffle, VIP credits, Fiesta hours, etc.)



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2019-2020 RE-REGISTRATION FOR ST. LUKE CATHOLIC SCHOOL *please print*

Family Name _____

Father's First _____ (Last) Preferred contact number (____) _____ - _____

Mother's First _____ Preferred contact number (____) _____ - _____

1. Are your children returning to St. Luke Catholic School? Yes No

NAME OF CHILDREN RETURNING	GRADE IN AUG '19
_____	_____
_____	_____
_____	_____

2. Will any new children from your family be applying for St. Luke Catholic School for next September? Yes No

3. Have you moved in the last 12 months or will you be moving before September?
 Yes No If yes, please give new address:

Street _____ City _____

Zip _____ Phone (____) _____ - _____

4. Name of Public School District in which student lives? _____

7. No Yes, I will register my student(s) for Morning School Care Program? # children _____
 No Yes, I will register my student(s) for After School Care Program? # children _____

DUE: February 1, 2019 Re-registration Form, Tuition Option Form, Electronic
 February 1, 2019 Authorization Form and copy of Parish Contributions.
 May 1, 2019 Registration Fee per family: \$300.00
 May 2, 2019 Annual Fee per student: \$385.00
 \$50.00 Late Fee applied for Registration AND Student Annual Fee

MUST BE RETURNED By May 1, 2019
 With copy of St. Luke Parish Contributions for 2018

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FAMILY NAME (please print) _____

2019-2020 TUITION PAYMENT OPTIONS

Check your choice of payment option

- PLAN 1**
One payment paid in full by 8-1-19
- PLAN 2**
Two payments
1st payment due 8-5-19
2nd payment due 1-5-20
- PLAN 3**
Ten payments
due by the 5th of each month (August '19 - May '20)
- PLAN 4**
Twelve payments
due by the 5th of each month (June '19 - May '20)
- BUY OUT - VIP CREDITS**
1 payment due August 1, 2019
Two parent family = \$720.00 (\$30.00 x 24)
Single parent family = \$ 420.00 (\$30.00 x 14)

FEES

Late tuition	\$50.00
Change of tuition plan	\$25.00
Returned check	\$50.00
Penalty of early withdrawal	Please refer to Parent Handbook

Re-registration fee: **\$300.00 per family due 2/01/2019**
(Non-Refundable)

Annual Fee **\$385.00 per student due 5/1/2019**
(Non-Refundable)

PTO MANDATORY VOLUNTEER INVOLVEMENT PROGRAM CREDIT REQUIREMENTS

Will complete 30 service hours and **6 VIP CREDITS at Parish Fiesta**

12 to be completed 5/1/19-10/31/19

18 to be completed 11/1/19-04/30/20

****Fee of \$30 per hour will be charged for uncompleted VIP Credits.**

\$50 per hour will be charged for uncompleted fiesta hours.

PLEDGE

Each family is required to make a pledge payment of \$450 per year, in 3 installments of \$150.00 each, due 10/1/2019, 1/1/2020 and 3/1/2020.

Person/s responsible for tuition payments:

Name: _____

Address: _____

Home Telephone Number: (____) _____

Work Telephone Number: (____) _____

Cell Telephone Number (optional) (____) _____

Parent/s
Signature _____

Date _____

Date _____

VANCO AUTHORIZATION FORM

St Luke Catholic School-Automatic Account Deductions

FOR OFFICE USE ONLY		DATE Rec'd _____	
Effective date of authorization: ____/____/____ Name of student/s _____ Grade/s _____			
Vanco(School): _____		Bill Payer: _____ Other: _____	
Type of authorization:			
<input type="checkbox"/> New authorization		<input type="checkbox"/> Will Use Bill Payer	
<input type="checkbox"/> Change banking information		<input type="checkbox"/> Discontinue electronic donation	
<input type="checkbox"/> Renew with Vanco – use existing information			
<input type="checkbox"/> Renew with Vanco change account			
Last Name		First Name	
Address			
City		State	Zip
Email			
Tuition Payment Plan (please check one):			
<input type="checkbox"/> Annual (August 5th ^t)		<input type="checkbox"/> Semi-Annual Plan (August 5 th and January 5th)	
		<input type="checkbox"/> 10 Month Plan (August 5 th thru May 5th)	
		<input type="checkbox"/> 12 Month Plan (June 5 th thru May 5th)	
Date of first payment: ____/____/____ (mm//dd/yy)		Date of monthly payment:	
Date of last payment (optional): ____/____/____		<input type="checkbox"/> Monthly on the 5 st	
		<input type="checkbox"/> Monthly on the 20th	
		Total Tuition \$ _____	
		Amount of first payment: \$ _____	
		Amount of ongoing payment: \$ _____	
		Amount of last payment (optional): \$ _____	
CHECKING / SAVINGS	Please debit payments from my (check one):		Routing Number: _____
	<input type="checkbox"/> Savings Account (contact your financial institution for Routing #) Please attach copy of voided check		Valid Routing # must start with 0, 1, 2, or 3
<input type="checkbox"/> Checking Account (attach a voided check below)		Account Number: _____ ⑆ ⑆ 23456789 ⑆ ⑆ 23 ⑆ 23456 ⑆ 000 ⑆ └──────────────────┘ └──────────┘ └──┘ Routing Number Account Number Check Number	
I authorize the above organization to process debit entries to my account. I understand that this authority will remain in effect until I provide reasonable notification to terminate the authorization.			
Authorized Signature: _____ Date: _____			

If using a checking account, please attach a voided check at the bottom of this page.

Additional Electronic Withdrawals – Please circle automatic withdrawals

<u>Due Dates of Electronic Payment</u>	<u>Amount of Payment</u>
Graduation Fee – Class of 2020	
06/05/2019	\$275 per student
Registration (Non-Refundable and Not eligible for automatic withdrawal)	
2/1/2019	\$300.00 per family
Annual Fee (Non-Refundable)	
5/1/2019	\$385.00 per student
Pledge: (per family)	
10/20/2019	\$150.00
01/20/2020	\$150.00
03/20/2020	\$150.00
Volunteer Involvement Program (VIP)	
11/01/2019	\$30.00 per unfulfilled VIP
04/30/2020	\$30.00 per unfulfilled VIP
04/30/2020	\$50.00 per unfulfilled Fiesta Hour

Note: If the due date falls on a weekend or national holiday, the transaction will be deducted on the next business day.

Extended Daycare:

Due Date of Electronic Payment	Family Monthly Rate: _____
Registration Fee: (Non-Refundable)	
8/5/2019	\$45.00 per child
Monthly (August thru May)	
5 th of each month	1 child \$220.00
	2 children \$335.00
	3 children \$435.00
Drop-in	
20 th of month of billing	Fees AM 7:00-7:30 \$8.00 7:30-8:00 \$4.00 PM \$4.00 per child per ½ hour or Fraction thereof