



137 Roseberry Street, Phillipsburg, NJ 08865

2018-2019 STUDENT ENROLLMENT CONTRACT

This Contract applies to participation in Saints Philip and James School education process for the 2018-2019 school year. The policy of the Diocese of Metuchen and Saints Philip and James School dictates that only families *without* current financial obligations in the current year (2017-2018) be allowed to participate in the education process for the 2018-2019 school year. In accordance with this policy, all financial obligations for the 2017-2018 school year must be met by May 31, 2018 in order for registration for the 2018-2019 school year to be accepted.

Tuition for Kindergarten through Grade 8

	Tuition	Family Earning Funds Back Fee	Technology Fee	H.S.A. Dues	Cumulative Total
1 st Child	\$3,600.00	\$750.00	\$150.00	\$50.00	\$4,550.00
2 nd Child	\$3,300.00	----	----	----	\$7,850.00
3 rd Child	\$2,600.00	----	----	----	\$10,450.00
4 th Child	\$2,000.00	----	----	----	\$12,450.00

Scholarships are available from the Diocese of Metuchen & SPSJ Parish (forms available from SSPJ School Office). The Diocese of Metuchen Educational Grant Application must be completed online no later than **April 15, 2018**. Parishioners of Saint Philip and Saint James applying for a parish scholarship must first apply to the Diocese of Metuchen for Diocesan assistance.

I. Tuition (PK 3-8)

- A. Scholarships to assist those active Catholic families in need are available from the Diocese of Metuchen. Families of Saint Philip and Saint James Parish may also apply for a Parish scholarship after they have first applied for a Diocesan scholarship. (Scholarship Applications are available through our School Office).
- B. New families need to register online for the FACTS program at: *online.factsmgt.com*. Returning families will have their account rolled over for the new school year. All payments must be made through the FACTS tuition payment program.
- C. A 3% discount will be given on “tuition” if paid in full by July 31, 2018.

II. Fees

- A. A ONE-TIME registration fee for new students of \$250.00 is due at the time of acceptance for all education programs and is non-refundable.
- B. A \$50.00/per family Home School Association fee is included in the total tuition.
- C. There will be an additional \$500.00 fee per student for Pre-K-3 and Pre-K-4.
- D. Please see separate tuition scale for the Pre-K 2 year old program.
- E. Optional Earning Funds Back Opportunity: You may earn all or part of your \$750.00 fee beginning June 1, 2018 by participating in the Home School Association “Earning Funds Back” opportunities (SCRIP, Gertrude Hawk, Yankee Candle, Genevieves, etc.). All financial obligations must be satisfied to receive a refund.

III. Volunteering and Fundraising

In order to meet the costs of educating your child(ren) with an outstanding Catholic education, it is required that each Saints Philip and James School family will volunteer 25 hours, purchase SCRIP gift cards, and volunteer for Bingo, and for carnival. Volunteer must successfully complete the required clearances before volunteering for any activity or event that involves children. (Please note that clearances are not needed to volunteer for BINGO or Carnival. **A family that chooses any of the Buyout options, must sign and return this form before March 31, 2018.**

1. SCRIP Gift Cards Options:

- A. **Purchase SCRIP.** Each school family is required to purchase \$2000.00 in SCRIP gift cards from 6/01/18 – 5/31/19. After the \$2,000.00 requirement has been met, 50% of the profit of all additional Scrip purchased will be credited to that family’s “Earnings Funds Back” account. Families not meeting the SCRIP requirement by 5/31/19 will be billed \$500.00.
- B. **SCRIP Buyout:** \$500.00 may be paid in lieu of purchasing SCRIP gift cards. This amount may be added to your FACTS payment.

2. Volunteer Options:

- A. **25 Hours Requirement:** 25 hours (per family) from June 1 through May 31 of the current school year is required in our various school activities. Those families that do not fulfill the 25 volunteer hour requirement will be billed \$10.00 for each unfulfilled hour.
- B. **Volunteer Buyout:** A \$250.00 Volunteer Buyout Fee may be paid by those families that choose not to volunteer 25 hours. The Buyout Fee will be added to FACTS account and will be paid over 10 months.

3. Bingo Options:

- A. Each family must volunteer for at least two Bingo shifts. (Please call the school or Church office for your choice of Bingo Volunteer Dates by April 13, 2018, or two dates will be assigned to each family.)
- B. Bingo volunteer Buyout is available for \$300.00 per family. This amount will be added to your FACTS payment.

4. Carnival:

Each family is responsible to volunteer for 2 shifts at our annual carnival. **(Please note that there is no buyout for this requirement.)**

By signing this contract, I/we will abide with the provisions outlined above. (For new students, please attach your Application for Enrollment). Returning families will have their account rolled over for the new school year. All payments must be made through the FACTS tuition payment program.

Signature of parent/guardian	Date
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Signature of parent/guardian	Date
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Printed Family Name	(Grade for 2018-2019)
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NAME OF STUDENT #1: _____	GRADE: _____
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NAME OF STUDENT #2 _____	GRADE: _____
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NAME OF STUDENT #3 _____	GRADE: _____
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NAME OF STUDENT #4 _____	GRADE: _____
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