



137 Roseberry Street, Phillipsburg, NJ 08865

**2023-2024 STUDENT ENROLLMENT CONTRACT**

This Contract applies to participation in Saints Philip and James School education process for the 2023-2024 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 (2022-2023) be allowed to participate in the education process for the 2023-2024 school year. In accordance with this policy, all financial obligations for the 2022-2023 school year must be met by May 31, 2023 in order for registration for the 2023-2024 school year to be accepted.

**The actual cost to educate each student is approximately \$8,200.00 per child.**

**Tuition for Kindergarten through Grade 8**

<b>Children</b>	<b>Tuition</b>
1 <sup>st</sup> Child	\$5,550.00
2 <sup>nd</sup> Child	\$9,520.00
3 <sup>rd</sup> Child	\$12,390.00
4 <sup>th</sup> Child	\$14,670.00

**Tuition for Pre-K - 3, and 4 Year Old**

<b>Days</b>	<b>Tuition</b>
5 Full Days	\$6,230.00
5 Half Days	\$4,020.00
4 Full Days	\$4,950.00
4 Half Days	\$3,500.00
3 Full Days	\$4,450.00
3 Half Days	\$3,200.00

*If tuition payments become more than 60 days past due, a meeting with the school Business Manager is required to discuss a mutually agreeable plan to become current with payments.*

Please note that a multiple child discount is available for families that have more than one child attending SSPJ. An additional \$500.00 will be added to the multiple child discount for a preschool student.

**I. Tuition (PK3 -8th)**

- A. Scholarships to assist those active Catholic families in need are available from the Diocese of Metuchen. The Diocese of Metuchen Educational Grant Application must be completed online no later than March 31, 2023. 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 August 31, 2023.

**II. Fees**

- A. Technology Fee: \$125.00/student (or maximum of \$250.00 per family). Technology fee is due with the re-enrollment contract.
  - Damage fees will be collected for the following:
    - Cracked Screen = \$100.00
    - Missing or damaged keys/touchpad = \$10.00 - \$85.00(depending on extent)
    - Cracked/Defaced Protective Cover = \$50.00
    - All other damages or lost Chromebook = \$300.00
- B. A ONE-TIME registration fee for new students of \$250.00 (or \$500 maximum per family) is due at the time of acceptance for all education programs and is non-refundable.
- C. A non-refundable re-enrollment fee of \$100.00 per student will be charged after March 31, 2023.

D. Earning Funds Back Opportunity: Beginning July 1, 2023, families can participate in “Earning Funds Back” through purchases of Raise Right gift cards in excess of the \$2,500 minimum requirement. 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 18 hours. Please visit the volunteer opportunity page on our website ([sspjnj.org/volunteer-opportunities](http://sspjnj.org/volunteer-opportunities)) or email [sspjhsa@gmail.com](mailto:sspjhsa@gmail.com) for more information. Volunteers must successfully complete the required clearances before volunteering for any activity or event that involves children.

Each family is also required to purchase a minimum of \$2,500.00 in Raise Right gift cards.

**A family that chooses any of the Buyout options, must sign and return this form before March 31, 2023.**

*Please initial below (Select 1A or 1B and 2A or 2B)*

#### 1. SCRIP Gift Cards Options:

\_\_\_\_\_ **A. Purchase Raise Right.** Each school family is required to purchase \$2,500.00 in Raise Right gift cards from 7/01/23 – 6/30/24. After the \$2,500.00 requirement has been met, 50% of the **Profit** of all additional Raise Right purchased will be credited to that family’s “Earnings Funds Back” account. Families not meeting the Raise Right requirement by 6/30/24 will be billed, on a pro-rated basis up to \$500. Maximum.

\_\_\_\_\_ **B. Raise Right Buyout:** \$500.00 may be paid in lieu of purchasing Raise Right gift cards. This amount may be added to your FACTS payment.

#### 2. Volunteer Options:

\_\_\_\_\_ **A. 18 Hours Requirement:** 18 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 18 volunteer hour requirement will be billed \$10.00 for each unfulfilled hour.

\_\_\_\_\_ **B. Volunteer Buyout:** A \$180.00 Volunteer Buyout Fee may be paid by those families that choose not to volunteer 18 hours. The Buyout Fee will be added to FACTS account and will be paid over 10 months.

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.

*\*Signed contracts are due March 31, 2023*

\_\_\_\_\_  
Signature of parent/guardian Date

\_\_\_\_\_  
Signature of parent/guardian Date

Referred by: \_\_\_\_\_

**Printed Family Name** \_\_\_\_\_ **(Grade for 2023-2024)**

NAME OF STUDENT #1: \_\_\_\_\_ GRADE: \_\_\_\_\_

NAME OF STUDENT #2: \_\_\_\_\_ GRADE: \_\_\_\_\_

NAME OF STUDENT #3: \_\_\_\_\_ GRADE: \_\_\_\_\_

NAME OF STUDENT #4: \_\_\_\_\_ GRADE: \_\_\_\_\_