

Date Received		*For Office Use Only*	
Family ID			
Service Hours Completed (If paying, use separate check)	Yes _____ No _____ ➔	Amt:	Ck #:
Registration/Maintenance/Diocesan Tax	Amt:	Ck #:	Money Order #:

2018-2019 REGISTRATION APPLICATION
CONTINUING STUDENTS IN GRADES 1-12

(PLEASE COMPLETE THE KINDERGARTEN FORM IF YOU HAVE A KINDERGARTEN STUDENT
STARTING 2018-2019 SCHOOL YEAR)

____ My child/children will not return to Sacred Heart for the 2018-2019 school year.

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All forms and payments specified are due beginning FEBRUARY 1 – FEBRUARY 16, 2018. Diocesan Tax, Registration and Maintenance fees are non-refundable. Please pay by check or money order. The Parent Service Work Hour Sheet for the 2017-18 school year must accompany the completed forms and/or payment in full for hours not completed. If the fifteen (15) Work Hours have not been completed, please include a check for the incomplete hours at \$50.00 per hour. **Please go to the elementary office if you have children from K-8th and high school for 9-12th graders. If you have both, go to the elementary office.**

Registration Fees are as follows: ****Check or Money Order Only****
One Child \$150; Two Children \$275; Three Children \$400; Four Children \$525; Five Children \$650
Annual Maintenance Fee of \$225.00 per family.
Diocesan Tax is \$24.00 per student.

Registration forms will not be accepted unless: (1) tuition is paid through January of current school year, (2) Fifteen (15) family service hours are complete or payment for incomplete service hours are paid, (3) student's lunch account is current and (4) aftercare payments paid through January, 2018 and (5) any other school fees due for the 2017-18 school year.

	PARENT/GUARDIAN 1	PARENT/GUARDIAN 2
NAME:		
ADDRESS:		
CITY, ST, ZIP		
EMAIL:		
PHONE:		
WORK PHONE:		

Place a check mark in the box if there have been **changes** made to your parent information from last year.

LIST NAMES OF CHILDREN ATTENDING SACRED HEART FOR 2018-2019:

CHILDREN'S NAMES	GRADE IN 2018-2019

****No out of church parish fees**

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2018-2019 SCHOOL YEAR FOR A KINDERGARTEN STUDENT

Child's Social Security Number _____ Date of Application _____

Child's Last Name _____ First Name _____ Middle _____

The Child Lives With

Mr./Mrs. _____ Relationship to Child: _____

Street Address _____ Home Phone Number _____

City/State _____ Zip Code _____ Are parents separated? _____

Race of Child _____ Male or Female (circle one) _____ Date of Birth: _____

Religion _____ Baptism Date _____ Church Baptized _____

City/State _____

List names and grades of Brothers/Sisters currently attending Sacred Heart School: _____

Biological Parents Are:

Father: Living/Deceased

Mother: Living/Deceased

Natural Father _____ Natural Mother _____ (include Maiden name)

Father's Address _____ Mother's Address _____

Father's Email Address _____ Mother's Email Address _____

Father's Occupation _____ Mother's Occupation _____

Place of Employment _____ Place of Employment _____

Father's Home Phone # _____ Mother's Home Phone # _____

Father's Work Phone # _____ Mother's Work Phone # _____

Father's Cell Phone # _____ Mother's Cell Phone # _____

Is Father a Graduate of SHS? _____ If so, Class of _____/Yrs. Attended _____

Is Mother a Graduate of SHS? _____ If so, Class of _____/Yrs. Attended _____

Father's Religion _____ Mother's Religion _____

Father's Church Parish _____ Mother's Church Parish _____

To be considered, this registration form must be accompanied by: 1)An **up-to-date** immunization record 2)A copy of the child's birth certificate, social security card, and baptismal certificate.

Tuition must be paid through FACTS. Falsification of any information on the application could result in expulsion. **Diocesan Tax, Registration and Maintenance fees are non-refundable. ****Check or Money Order Only******

Admissions Policy: Sacred Heart School does not discriminate based on religion, race, sex or national origin. Priority in admission is given to children of Sacred Heart graduates, siblings of students and children of the Catholic religion. However, all applications are considered. Sacred Heart School does not discriminate in the administration of educational policies, of scholarships and of athletic and extra-curricular programs.

SACRED HEART SCHOOL
532 E. Main Street (Elementary)
114 Trojan Lane (High School)
Ville Platte, LA 70586

I request that you accept my child as a student of Sacred Heart School. In return for this acceptance, **I agree to the following:**

- To pay the **Diocesan Tax, Registration and Maintenance fees** in full by **February 16, 2018** for my child/children to attend Sacred Heart School. **I understand these fees are non-refundable.**
- To participate in the mandatory parents' Service Hour Program, which requires fifteen (15) work hours per year, per family. **Three (3) hours will be added to the parents' Service Hour Program the years Trojan Day is scheduled.** I understand that I am responsible for obtaining the available work hours, having the work hour form signed by the appropriate authority and submitting the original form to the respective office during the registration period. If I do not complete these hours, I agree to pay a monetary fee of **\$50.00 per work hour that I have not completed.**
- I understand that I am required to pay **tuition** by the **15th of each month or bi-monthly on the 1st and 15th of each month.** I understand that tuition is paid on a twelve-month basis (all twelve months of the year). (PLEASE NOTE: **JUNE** is the last month of payment for parents of 12th grade students graduating. **New tuition year is from July to June.**
- I understand that if I withdraw my child/children from Sacred Heart School during the school year, extra-curricular fees **will not** be refunded and all remaining book fees must be paid in full. I also understand that if I withdraw my child/children from Sacred Heart School, I must notify the school by the first business day of the month. If I fail to inform the school, I understand that I am responsible for the full month's tuition whether my child/children attend(s) or not.
- I understand that **Tuition** will be **paid** through **FACTS** by the **15th of each month.** **Incidentals (Book Fees)** will also be **paid in full** through **FACTS** by **AUGUST 31, 2018.**
- **I am aware and understand that my child's/children's records will not be released until all financial obligations are satisfied.**
- I understand that all families are required to be a member of the PTC (Parent/Teacher Club) and will participate in all fundraisers.
- There is an **Enhancement Fee of \$55.00** per family per year due with Book Fees
- There is also an **Athletic Activity Fee of \$55.00** due with Book Fees. This fee will cover all students participating in athletics, as well as all students' entry with student card into **regular** season **home** athletic events at no cost to the student. **(This does not include Football Jamboree, Play-Off games or Tournaments.)** Adult Season Tickets for all sports are available for purchase through the SHS Booster Club.
- I understand and agree that my child/children and I will read and follow the *Sacred Heart Parent/Student Handbook*. While I understand that it is not possible to address every rule and situation in the *Handbook*, I agree to follow and abide by the policies, procedures and rules of the school set forth by the administration.
- I understand that parents of elementary students are required to attend the mandatory orientation program prior to the beginning of the school year.
- **All parents (K-12) are required to be Safe Environment trained.** Therefore, I agree to complete the Initial/Continuing Safe Environment Training each year prior to volunteering for **any** school function.

(Continued)

DIOCESAN PARENT COOPERATION STATEMENT



An integral part of the educational philosophy of Sacred Heart School is the conviction that the school assists the parents/guardians in carrying out their primary responsibility of providing for the religious and secular education of their children. An ongoing positive working relationship between the parents/guardians and the school is critical to the success of the school and the students. As part of that working relationship, parents/guardians are expected to be involved as much as possible in the educational process, to refrain from conduct which thwarts the orderly administration and operation of the school, to support and participate in school activities, and to provide instruction to and set positive examples for their children both at home and in the community. While Sacred Heart School encourages the constructive exchange of ideas, feedback and suggestions intended to foster the continued growth and improvement of the school, Sacred Heart School is ultimately responsible for the orderly administration and operation of the school, including the policies and procedures implemented to achieve the school's goals. Sacred Heart School reserves the right to terminate the enrollment of any student(s) in the event that it is determined by the school's administration that (1) a positive working relationship between the school and the parents/guardians no longer exists and/or is irreparably damaged or (2) that the parents/guardians have failed to provide the support, assistance and example necessary for the religious and secular education to which each child is entitled. Furthermore, failure on the part of any student and/or parent/guardian to abide by the rules, regulations and policies as outlined in the school handbook may result in termination of the student's enrollment from the school.

Parent/Guardian: _____

Date: _____