

Dear Parents,

It's that time of year again! Registration for the 2018-2019 school year will be from February 1st to February 16th. For your convenience, we have attached the registration packets. Packets are also available on our school website. Please note that there is a separate packet for *Transfer Students* while the form for a new Kindergarten student can be found in the packet for *Continuing Students*. Please see the reminders below.

- Check or Money Order **Only** (Only one check is needed unless paying for incomplete service hours)
- Forms should be complete/signed with a check attached.
- Forms will **not** be accepted unless accompanied by all required forms.
- **Signed** service hour sheets are due at this time. Payment for incomplete service hours requires a separate check, which is due at this time. **(\$50 per incomplete hour)**
- You must be up-to-date on **all** school fees in order for your registration to be accepted.
- For continuing students, please note that there is a check box for you to indicate if there have been changes to your personal information that we currently have in our system.
- When necessary, an updated immunization record should be sent to the office.

For your convenience, we have also attached a form with all fees for the 2018-2019 school year. For book fees, you will be allowed to make installments throughout the six-month period of March 1, 2018 through August 31, 2018.

We appreciate your cooperation,

Sacred Heart Administration