



Our Lady Star of the Sea

Elementary School & Middle School

467 Fairford Drive

Grosse Pointe Woods, Michigan 48236-2410

(313) 884-1070 Fax (313) 884-0406

Dear Parents,

Thank you for your interest in Our Lady Star of the Sea Catholic School. We are proud that our school ranks academically near the top of all Michigan schools, both public and private and is accredited by the North Central Association of Colleges and Schools.

To prepare students for the challenges of higher education, Our Lady Star of the Sea School offers students a wide range of academic programs beginning with preschool and continuing with kindergarten through eighth grade. We send our graduates on to several excellent Catholic and public high schools in the area, many with academic scholarships. Our dedicated, enthusiastic and caring faculty works together to develop and educate each child spiritually, academically, emotionally, socially and physically.

But what truly distinguishes Our Lady Star of the Sea Catholic School from other schools is the integration of gospel values with education. This is accomplished by promoting in each student an awareness of the value of prayer and the presence of Christ in his or her life. When our parents choose to send their children to Star, they make the choice to give their children a "gift that will last a lifetime."

The accompanying informational folder offers useful information on our faculty, academic programs, curriculum enhancement, dress code, tuition policy, etc.

The faculty and I welcome visitors and I would be pleased to personally provide you with a tour of our campus. Please call me at 313 884-1070 to arrange for a visit or to discuss any questions you may have.

Sincerely,

Julie Aemisegger
Acting Principal

pcs

OUR LADY STAR OF THE SEA CATHOLIC SCHOOL

Accredited by the North Central Association of Colleges and Schools
Recognized as a Quality School of Distinction

2010/2011 TUITION, REGISTRATION AND PAYMENT POLICIES

<u>Pre-School</u>	<u>Tuition</u>	
3-year olds (2 Days—T,Th)	\$1,425	
3-year olds (3 Days—M,W,F)	\$1,800	
4-year olds (4 Days—M,T,W,Th)	\$2,200	
Extended Day 4 year olds	\$20 per day or \$15 a day for two or more days per week	
	<u>Contributing Tuition</u>	<u>Non-Contributing Tuition</u>
Half-day Kindergarten	\$2,670	\$3,260
Young Fives [minimum enrollment required]	\$2,670	\$3,260
K - 8		
1 Child	\$3,830	\$5,230
2 Children	\$6,600	\$9,080
3 Children	\$9,300	\$12,790
4 Children	\$12,000	\$15,910

Contributing Tuition: Registered Star parishioners contributing more than \$500 in Sunday Offerings in 2009. [Please note: \$600 in 2010 for the 2011 school year.]

The multiple-child discount applies in grades K - 8. (Half-day kindergarten tuition, as children opt in to full-day, will be prorated to the first day of the quarter the child is enrolled in full-day.)

All money collected will be applied in this numbered order: [Any payment not received within ten days of due date will be assessed a \$25 late charge. Any checks returned by your financial institution for non-payment will be assessed a \$30 charge.]

1. Registration Fee: \$250.00 per family is collected at the time of registration. The fee is not included in the tuition cost and is non refundable, except when the registration is not accepted. Present school families must have their fee paid by March 22, 2010 to reserve their seats.

2. Fundraising Fee: \$200 per family (\$100 for 3 and 4 year olds) A \$200 Family Fundraiser Fee is due by April 23, 2010. This fee is non-refundable and is payable to Our Lady Star of the Sea School by cash or check. [Each family will receive 2 "Catch a Lucky Star" tickets (one ticket if the only child is in pre-school) when issued. You put your name on the tickets and return the stubs for your chance to win some of the \$40,000 in prizes or sell the tickets, turn in the stubs, and keep the money.]

3. Activity Fee for Young Fives-Eighth Grade: \$50.00 per child. (Will be added to first payment.)

Tuition Payments: A Tuition Payment Preference Form must accompany the *Registration form* electing one of the following;

1. Full payment of tuition by **June 25, 2010** directly to the school. [Credit/Debit cards accepted.]
2. Other payment plans are made through the FACTS Tuition Payment Plan.

(see *Tuition Payment Preference Form*)

Semi-annual plan: payments are due in August and January

Quarterly plan: payments are due in May, August, October & January

Monthly plan: ten payments begin in May and end in February

[Credit cards may be used with the FACTS plans. As with the parish, there is a 2.5% fee for using a credit card.]

Families who pay their tuition in full by June 29, 2010 will receive a 1.0% discount. Payment maybe made by cash, check or credit/debit card (American Express not accepted). Any checks returned for non-sufficient funds will lose the discount, be assessed a \$30 charge and will then be enrolled in the FACTS Tuition Management Company.

Families who do not pay tuition in full will be enrolled in FACTS.

Those who budget and use the above payment plans will authorize a specific payment amount to be paid on *either* the 5th or the 20th of the month directly from one's checking or savings account. It is important to note that the FACTS Management Company and Our Lady Star of the Sea School **never** have any direct access to your account. The automatic payment process is strictly controlled by banking regulations to be absolutely confidential and limited to what has been authorized. If you still have concerns, then simply open up a separate account at your bank to be used specifically for your tuition

Delinquent Tuition: The following policies regarding delinquent tuition payments will be strictly followed:

1. No student will be enrolled or allowed to continue to a new semester if tuition payments are delinquent, unless prior arrangements have been made with the Tuition Review Committee or the principal.
2. No student will be graduated or promoted, nor will transcripts or report cards be furnished or forwarded, until accounts are paid in full, including Latchkey fees.
3. No student will be enrolled or registered for a subsequent school year if there exists any delinquency in tuition payments, or Latchkey payments.

Tuition Assistance: Families are encouraged to apply for the Archdiocese of Detroit Tuition Assistance Program. Application deadline is April 21, 2010 with a fee of \$21.00. If granted, \$600 for an elementary school student is sent directly to Star. For more information and downloads, go the www.aodonline.org and find Tuition Assistance under Catholic Schools.

We are also anticipating the **SCRIP** program for the 2010-2011 school year. By purchasing and using gift cards for your normal shopping or gifting, percentages of your purchases can be applied to your tuition and lower your overall tuition.

Our Lady Star of the Sea Tuition Refund Policy

If a family makes the decision to withdraw their child/ren from Our Lady Star of the Sea School, the following policy applies:

Withdraw prior to the start of the semester - 100% of the semester tuition will be refunded.

Withdraw during the first 4 weeks - 80% of the semester tuition will be refunded

Withdraw during weeks 5 thru 8 - 60% of the semester tuition will be refunded

Withdraw during weeks 9 thru 12 - 35% of semester tuition will be refunded

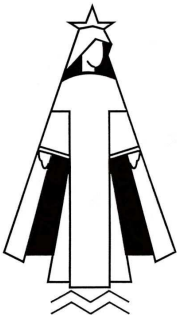
After the 12th week there will be **no refunds**.

If you are paid in full and withdraw during the first semester, the second semester tuition will be refunded in full in addition to the above percentages.

Families who withdraw from the school at any point after April 23 will still receive their fundraising fee value of "Catch a Lucky Star" tickets when they become available.

Any balance of unpaid tuition that has not been paid up to the date of withdrawal will still need to be owed Our Lady Star of the Sea School before your child/ren's school records will be released to the new school.

By implementing the above policies, we will be able to continue providing a quality education at a fair and reasonable price for all of our students, while ensuring that those who are "parishioners" are enriching their Catholic faith.



Our Lady Star of the Sea Catholic School

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Registration Form for Kindergarten through Grade 8

a non-refundable deposit of \$250 per family is due at time of registration.
Copies of birth and baptismal certificates must be on file.

_____check here if there are any changes from last year

Family Information ~

Father's Name _____ Home Phone _____
last first middle

Address _____
street city zip

Religion _____ Name of Parish or Church to which you belong _____

Name of Employer _____ Cell # _____

Business Address _____ Business Phone _____

Step-Father's Name (if applicable) _____ Daytime Phone _____

Mother's Name _____ Home Phone _____
last first middle

Address _____
street city zip

Religion _____ Name of Parish or Church to Which you belong _____

Name of Employer _____ Cell # _____

Business Address _____ Business Phone _____

Step-Mother's Name (if applicable) _____

Student Information ~

please note: if you are registering for *kindergarten*, indicate *K AM* for half-day, *ADK* for full day or *Y5* for Young 5's.

Name _____
last first middle

Date of Birth _____ Present Grade _____ Grade in September _____

Religion (choose one)

Roman Catholic _____ Eastern Catholic (Chaldean, Melkite, Maronite) _____

Orthodox _____ Other (please specify) _____

Sacraments of Initiation

Date Church City State

Baptism _____

Eucharist _____

Reconciliation _____

Confirmation _____

If your child did not attend Star last year, please specify school name and address he/she did attend.

School Name _____ Address _____ City _____

Circle All Those Applicable ~

Student Lives With: Mother & Father Mother Father Other _____

Parents Marital Status: Single Married Divorced Separated

Parents Deceased: Mother Father

Directory ~

List your name(s) as you would like them to appear in next year's directory.
If separate entries are appropriate, please list.

Parent(s)' Name(s) _____

Address _____ Phone _____

Children attending Star _____ Grade _____ Phone _____

Parent(s)' Name(s) _____

Address _____

Children attending Star _____

e-mail address ~

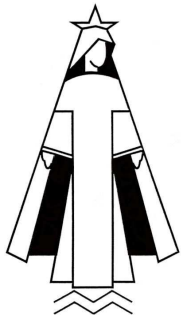
Financial Agreement ~

I understand my financial obligation with respect to my child's attendance at Our Lady Star of the Sea School and agree to accept responsibility for the tuition payments.

Parent Signature _____ Date _____

For Office Use Only ~

Registration Paid _____ Check # _____ Date Paid _____



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Preschool Registration Form

a non-refundable deposit of \$250 per preschool only family is due at time of registration.
Copies of birth and baptismal certificates must be on file.

Family Information ~

Father's Name _____ Home Phone _____
last first middle

Address _____
street city zip

Religion _____ Name of Parish or Church to which you belong _____

Name of Employer _____ Cell # _____

Business Address _____ Business Phone _____

Step-Father's Name (if applicable) _____ Daytime Phone _____

Mother's Name _____ Home Phone _____
last first middle

Address _____
street city zip

Religion _____ Name of Parish or Church to Which you belong _____

Name of Employer _____ Cell # _____

Business Address _____ Business Phone _____

Step-Mother's Name (if applicable) _____

Student Information ~

Name _____ Religion _____
last first middle

Date of Birth _____ Church of Baptism _____

3 Year Old

4 Year Old

2 day (Tues/Thurs) _____

AM _____

3 day (M/W/F) _____

Circle All Those Applicable ~

Student Lives With: Mother & Father Mother Father Other _____
Parents Marital Status: Single Married Divorced Separated
Parents Deceased: Mother Father

Directory ~

List your name(s) as you would like them to appear in next year's directory.
If separate entries are appropriate, please list.

Parent(s)' Name(s) _____

Address _____ Phone _____

Children attending Star _____ Grade _____ Phone _____

Parent(s)' Name(s) _____

Address _____

Children attending Star _____

e-mail address ~

Financial Agreement ~

I understand my financial obligation with respect to my child's attendance at Our Lady Star of the Sea School and agree to accept responsibility for the tuition payments.

Parent Signature _____ Date _____

For Office Use Only ~

Registration Paid _____ Check # _____ Date Paid _____

**OUR LADY STAR OF THE SEA CATHOLIC SCHOOL
2010-2011**

TUITION PAYMENT PREFERENCE FORM

Star of the Sea Contributing Parish Member, i.e., \$500 during 2009: / /yes / /no

Family Name _____

Responsible Party for Tuition Payment _____

Billing Address _____ City _____

State _____ Zip _____ Home Phone _____

Student(s) _____ 2010-2011 Grade _____

_____ 2010-2011 Grade _____

_____ 2010-2011 Grade _____

Every family must return this form EVEN IF you were enrolled last year. We need to know what option you are choosing THIS year.

_____ Option 1 **Full tuition payment due June 25, 2010 with a 1.0% discount.** Make payment directly to the Parish Office. Credit/Debit cards accepted (except American Express) with a 2.5% fee. No FACTS fee will be assessed. However, failure to pay by the designated date will result in assignment to FACTS.

_____ Option 2 Semi Annual Payments: Both payments are paid through FACTS and are due in August and January on the 5th or the 20th (circle one) and are made by electronic transfer of funds from checking or savings. The FACTS annual fee is \$15.

_____ Option 3 Quarterly Payments: All four payments are paid through FACTS and are due in May, August, October, and January on the 5th or the 20th (circle one) and are made by electronic transfer of funds from checking or savings. The FACTS annual fee is \$35.

_____ Option 4 10 Monthly Payments through FACTS. Parents who use the automated process of tuition payment may elect to pay tuition on either the 5th or the 20th (circle one) of each month through the FACTS payment plan. The FACTS annual fee is \$35. First payment month through FACTS is May.

_____ Option 5 Credit card payment through FACTS. Parents may pay their tuition using Master Card, American Express or Discover only. In addition to the FACTS fee there will be a convenience fee associated with this option (2.5% or \$2.50 per \$100).

I agree to make tuition payments for the 2010-2011 school year indicated on this form.

Name

Date

This form must be returned to the school office with your registration form.