



Nazareth Elementary School

311 Flower City Park
 Rochester, NY 14615
 (585) 458-3786

www.nazarethschools.org

Registration and Tuition Payment Preference for Returning Families 2019-2020

Please submit the following to register your child(ren) for the 2019-2020 school year:

- ___ Signed Registration and Tuition Payment Preference Form
- ___ Registration Fee:
 - \$100 by March 15
 - \$150 after March 15

Early registration is strongly encouraged for returning families. Some classes do fill early. We don't want to see a returning family placed on a waiting list. We expect enrollment to increase in 2019-2020. We will hold seat(s) for your child(ren) until March 15. Returning families who register after March 15 will be put on a waiting list along with new applicants if a class is full.

Please note that you must register your child(ren) before a tuition assistance award can be considered, and you must apply for tuition assistance each year. Applications for tuition assistance will be reviewed in **the spring**. Availability of tuition assistance funds after this time will be limited.

Please print or type. Please enter any NEW students you are registering first. You will receive a new student application packet which you must complete to register your new student.

Student Name(s)	Gender	Grade in 2019-2020	Returning / New

Name of Person with Whom the Student(s) Resides: _____

Relationship: _____ Student's School District: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Preferred Phone: _____

Email: _____

(Over)

Tuition Payment Preference 2019-2020

Student(s) Name(s) _____ Grade(s) _____

Information for Person Responsible for Paying Tuition:

Name _____

SSN# _____ Date of Birth (mm/dd/yyyy) _____

Street Address _____

City _____ State _____ Zip _____

Preferred Phone _____ Email _____

Payment Plan – All payments must be made through the **FACTS Payment Plan**. An annual fee of \$45 per Agreement is assessed by FACTS to utilize their payment options. Please choose one of the payment options below:

✓	Option	Payment Plans
1		One-Time Annual Payment Plan: Payment is made in full and must be received by the school on or before August 1, 2019. This option entitles the payer to a \$100 prepayment discount. Note: When making the one-time payment, the FACTS fee of \$45 will be waived.
2		FACTS Monthly Payment Plan (July-May) by Automatic Bank Draft: Payments are budgeted over 11 months, beginning July 2019 and ending May 2020. Families authorize automatic payment for either the 5 th or the 20 th of each month.
3		FACTS Monthly Payment Plan (August-May) by Automatic Bank Draft: Payments are budgeted over 10 months, beginning August 2019 and ending May 2020. Families authorize automatic payment for either the 5 th or the 20 th of each month.
4		FACTS Monthly Payment Plan (September-June) by Automatic Bank Draft: Payments are budgeted over 10 months, beginning September 2019 and ending June 2020. Families authorize automatic payment to be made on the 5 th of each month. <i>This option does not have the 20th of the month option.</i>

Do you plan to apply for Tuition Assistance (Available for Kdg – Grade 6) Yes No
(Refer to the Tuition and Tuition Assistance Form for complete instructions)

Authorization

I will pay tuition according to the payment plan checked above and in accordance with the Finance Policies and Procedures of Nazareth Elementary School. I accept responsibility to fulfill my tuition obligation and abide by the policies of Nazareth Elementary School. I understand that accounts must be current; an account will be considered current if it is paid in accordance with the terms of the tuition payment option. Grades and transcripts may be withheld for students whose family accounts are not current. In the event of a default, I agree to be responsible for all attorneys' fees and costs associated with the process of collections. I agree to abide by the rules, policies, and regulations adopted by Nazareth Elementary School and set forth in publications and mailings.

If the responsibility for payment of tuition is shared by separate parties, another Tuition Payment Preference Form must be completed, signed, and returned by the other person responsible for tuition. In the absence of this signature, I may be held responsible for all tuition payments.

Printed Name of Person Responsible for Payment of Tuition _____

Signature of Person Responsible for Payment of Tuition _____

Date _____



Nazareth Elementary School Tuition, Tuition Assistance, and Fees 2019-2020

Registration Fees

Returning families:

- \$100 by March 15
- \$150 after March 15

New families:

- \$150 registration fee
((\$125 is refundable if your child is not accepted into the school))

Tuition Payments

Grade Level	Annually	Monthly (10 Month)	Monthly (11 Month)
Pre-K 3 and Pre-K 4	\$6,500	\$650	\$590
Grades K–6	\$5,900	\$590	\$536

All families must enroll in the **FACTS Tuition Management Program** for tuition payments.

A \$45 enrollment fee, payable to FACTS, applies.

Families applying for tuition assistance will pay a \$35 processing fee at the time of application, payable to **Nazareth Elementary**.

Extended Care Rates*

\$25 Registration Fee (\$50 Family)	Monthly	Annually
Morning Option 1 7:00 - 8:00 a.m.	1 child: \$120 2 children: \$160 3+ children: \$180	1 child: \$1,200 2 children: \$1,600 3+ children: \$1,800
Afternoon Option 2 Pick up by 4:30 p.m.	1 child: \$195 2 children: \$255 3+ children: \$290	1 child: \$1,950 2 children: \$2,550 3+ children: \$2,900
Afternoon Option 3 Pick up by 5:45 p.m.	1 child: \$265 2 children: \$410 3+ children: \$495	1 child: \$2,650 2 children: \$4,100 3+ children: \$4,950

*Occasional use or ECP commitments of no more than two days per week are \$12.00 per hour, per child. Please note that additional fees may apply for after-school/extracurricular activities.

**There will be an additional fee of \$35 per day for any student picked up after 5:45p.m.

(Over)

Tuition Assistance – Preschool

Tuition assistance for preschool is available through employers and income tax credits. Families with students in preschool only DO NOT qualify for tuition assistance offered by Nazareth Elementary School.

For more information about paying tuition on a pre-tax basis using a *Dependent Care Reimbursement Account*, contact your employer's benefits or human resources office. Dependent care expenses that are paid on an after-tax basis may qualify for *Federal Income Tax Credits*. Contact a financial advisor or tax professional for more information.

Tuition Assistance – Kindergarten to Grade 6

At Nazareth Elementary, we are committed to making tuition affordable for as many families as possible. Thanks to the support of the Sisters of Saint Joseph, grants and awards from charitable organizations, and the financial support of alumni and friends of the Nazareth Schools, we are able to provide tuition assistance to many of our families.

There will be a modest increase of \$100 to tuition for 2019-2020. We hope that you will assist us in maintaining affordable tuition costs by keeping your accounts current through timely payments and only requesting financial aid if absolutely necessary.

As you know, we have moved from in-house invoicing to all payments going through FACTS; therefore, it is mandatory for all to have a FACTS account. Beginning this year, the process for submitting financial aid requests will also go through FACTS.

FACTS will process the financial aid applications in the strictest of confidence. There is a \$35 processing fee payable to FACTS due at the time of application. You must complete all required forms and submit all required materials in the application. It is important to be accurate, honest, and thorough when completing the application. If it seems you cannot afford to have your child attend due to a substantially limited income, you may be asked to reconsider registering him/her. Also, you should inform the Business Manager, Mrs. Cathy Cerame, if there are any special circumstances that may affect the amount of aid you may or may not receive.

If you have children in other schools that use the FACTS management program, please know that you only have to apply ONE TIME for all children. FACTS will forward your applications to other schools, if applicable.

Awards for tuition assistance will be reviewed in the spring. Availability of tuition assistance funds after this time will be limited. We encourage you to apply early before funds are depleted. No tuition assistance will be considered if you are not enrolled in FACTS or if you have not fully completed a registration packet and financial aid packet.

To access the FACTS Financial Aid website, visit <https://online.factsmgmt.com/signin/3czwg>

Always feel free to call Cathy Cerame if you have questions or need additional help: 585-458-3786 x3128.

Sibling Discounts and Heritage Awards

Sibling discounts are available for families with multiple children enrolled at Nazareth Elementary.

A \$250 Heritage Award is available for children and grandchildren of Nazareth Hall, Nazareth Academy, and Nazareth Elementary alumni. Please indicate your eligibility for these awards on the application form.



Refer a Family Incentive Program

Earn \$300 credit toward your family's Nazareth Elementary School education!

What is the Refer a Family Incentive Program?

The Refer a Family Incentive Program has been established to increase enrollment in Nazareth Elementary School through the most effective and simple recruitment tool there is: parent-to-parent conversation.

How does the Refer a Family Incentive Program work?

A current family convincingly shares the good news of Nazareth Elementary School with another family not already registered at Nazareth Elementary School. They invite the family to visit Nazareth and see for themselves.

If the new family registers for the new school year and remains in the school for at least the first semester, the referring family receives a \$300 credit on their January tuition. If the current family recruits more than one new family, then \$300 will be deducted from their February tuition payment, and so on.

What are the restrictions?

- Only one family may receive credit for the new family registered.
- The Refer a Family Incentive Form must be submitted to Nazareth Elementary School for authorization.
- The Refer a Family Incentive Program applies to Grades PK–6.

How does one apply?

Complete the information below and return the form to the Business Office.

Please accept our thanks for your support of Nazareth Elementary School and for telling our story. We are counting on you to help Nazareth grow! May God continue to bless you abundantly!

Refer a Family Incentive Program

Date: _____

Family Referred to Nazareth Elementary _____

****Registering for the first time at Nazareth Elementary School****

Referring Family:

Student Name(s) _____

Parent/Guardian, Printed Name: _____

Parent/Guardian, Signature: _____

Business Office Manager's Signature: _____

Account Number: _____