

**ST. WENCESLAUS SCHOOL
INFORMATION & POLICIES
2018/2019**



ADMISSION POLICY

Registration for enrolling your child/ren at St. Wenceslaus School for the upcoming year begins in February. A non-refundable registration fee of **\$50 for each student** will be required at the time of registration.

Registration Period Ends February 28, 2018

Kindergarten – 8th grade Class Sizes

Class sizes for grades K - 8 will be determined by the School Advisory Board and Principal based on enrollment registrations. Consideration will be given to special circumstances (i.e. students w/special needs, space requirement, etc.). Class sizes may vary at different grade levels and within the grade level.

Preschool Class Sizes will have a maximum enrollment of 10 students to one teacher. Maximum class size is 20 students with 1 teacher and 1 aide. When the maximum capacity is reached, a waiting list will be established. Additional classes will be added as demand allows.

Waiting List

Once a grade level reaches its determined size, a Waiting List for that grade level will be established. When, and if, an opening should occur, families will be granted enrollment according to their rank on the Waiting List. (Official waiting list policies are contained in the SWS Parent Handbook located on the school website)

REQUIRED FUNDRAISING OBLIGATION

In addition to tuition, all families are required to support our major fundraisers by volunteering their time and talents. If you have a child in both the K – 8 program and Little Saints Preschool the Sweepstakes, Fish Fry and work requirement is fulfilled through your K – 8 obligations.

K – 8 Families:

1. \$150 in pledges per child for Marathon
2. \$300 in ticket sales per family for Sweepstakes
3. Sell or purchase 10 tickets per family for Fish Fry
4. Adult to work on **two** event shifts – at the Fish Fry, Auction or Golf Tournament (Length of shifts vary for each event)

Preschool Families:

1. \$50 in pledges per child for Marathon
2. \$50 in ticket sales per family for Sweepstakes
3. Sell or purchase 5 tickets for Fish Fry
4. Adult to work on **one** event shift at the Fish Fry, Auction or Golf Tournament (Length of shifts vary for each event)

(Volunteering for other events DOES NOT qualify as fulfillment of your fundraising obligation unless individually approved by the principal)

TUITION POLICY

St. Wenceslaus School employs the outside agent called TADS to set up and manage tuition accounts for each school family.

www.tads.com

- The tuition form is a Contractual Agreement with St. Wenceslaus School.
- All school families in Preschool – Grade 8 are required to set up a payment plan through TADS. Payment arrangements vary based on the family selections in the TADS program.
- TADS will charge a late fee for past due tuition accounts.
- There is an annual fee for the operation of the TADS billing program. Families will be responsible for this fee.
- Families who pay tuition in full or in two annual payments are exempt from any TADS processing fees.
- All contracted tuition must be paid by April 15th of the current school year. Failure to do so may result in your child/children not being allowed to enter school for the following school year.

FINANCIAL ASSISTANCE

All SWS families are eligible to apply for financial assistance. Application must be done each year.

If requesting financial assistance you can apply on-line through TADS at www.tads.com.

Program Name: St. Wenceslaus School, Program ID: SP234150000. Application deadline is May 1st.

St. Wenceslaus School will notify you of your application status. Early application is encouraged.

- Parents facing financial difficulties shall submit an on-line tuition application at www.tads.com by the application deadline date of May. Supportive Financial Documents need to be submitted to TADS. Each situation shall be reviewed by TADS (Tuition Aid Data Service). St. Wenceslaus School will offer tuition assistance as recommended by TADS. Financial Assistance will be given based on the amount in the fund and by the number of families in need of assistance at St. Wenceslaus School. Arrangements for payment for the remaining tuition will be made according to the regular school tuition payment policy. This information is strictly confidential.

ST. WENCESLAUS SCHOOL
REGISTRATION - TUITION CONTRACT
2018/2019



Family Name: _____
 Last - Please Print

Phone _____

This form is used to register your child(ren) to attend St. Wenceslaus School during the 2018 – 2019 school year. **To complete your registration, a \$50 non-refundable fee per child must be attached to this form. This money does not apply to your 2018-2019 tuition.**

Our Family is an active member and registered at: _____
 (Any Denomination)

Which Public School District does your home address belong to: _____

Registration Period Ends February 28, 2018

Classes will be filled according to the Admission Policy. Registrations may be mailed or turned in to the school office. Registration deadline is February 28th at which time staffing and class sizes will be determined.

2018/2019 ST. WENCESLAUS SCHOOL TUITION

3-4 year Old Preschool Tues. and Thurs. (2 day program) (9:00 - 11:30)	Recommended for children age 3 or older by 9/1/18 and 2 years away from Kindergarten		\$1,120.00
4-5 year Old PreKindergarten Session 1 (3-day program) Mon., Wed., Fri. (8:00 - 11:00)	Recommended for children age 4 or older by 9/1/18 and 1 year away from Kindergarten	Traditional PreK format MWF	\$1,770.00
Based on enrollment the 9:00 class will be added 4-5 year Old PreKindergarten (3-day program) Mon., Wed., Fri. (9:00 - 12:00)	Recommended for children age 4 or older by 9/1/18 and 1 year away from Kindergarten	Traditional PreK format MWF	\$1,770.00
4-5 year Old PreKindergarten Add - on Tues. MTWF (8:00 - 11:00)		STEM format Add-on Tues. MTWF additional \$585	\$2,360.00
4-5 year Old PreKindergarten Add - on Tues. & Thurs. MTWTF (8:00 - 11:00)		STEM format Add-on Tues. & Thurs. MTWTF additional \$1170	\$2,950.00
K - 8	Full-time		\$4,218.00
Kindergarten MWF	Part-time		\$3,218.00
Korean Exchange Students Includes all Fundraising Oblig., Registration Fee & Admin. Fee			\$6,000.00



Please fill out the registration information. If your child will be in the M, W, F Kindergarten, or one of the preschool options, please indicate that by placing an “X” in that column. In the Tuition Amount column please indicate the amount of tuition due for each child according to the 2018/2019 school tuition table on the front of this page.

	Father	Mother (Maiden Name)
Name		
Address		
City, State, Zip		
Home Phone		
Cell Phone		
E-mail Address		
Marital Status		
Religion		
Parish		
Occupation/Company		
Business Address		
Business Phone		

Child's Name/Grade	Male/ Female	DOB	Full-time K-8 Grade in 2018/19 \$4218	Part-time Kind. M,W,F \$3218	3/4 Yr. Old 9-11:30 T,Th \$1120	4/5 Pre-K 8-11 M,W,F \$1770	Based on enrollment this class will be added 4/5 Pre-K 9-12 M,W,F \$1770	4/5 Pre-K 8-11 MTWF 1 STEM Day \$2360	4/5 Pre-K 8-11 MTWTF 2 STEM Days \$2950	Tuition Amount
										\$
										\$
										\$
										\$
										\$
										\$
TOTAL TUITION AMOUNT:										\$

This Registration/Tuition Contract is due no later than February 28, 2018.

By signing below I agree to make tuition/fundraising payments for the 2018 – 2019 school year and follow the fundraising requirements with all tuition/fundraising paid in full by April 30, 2019.

Signature

Date