

ST. SEBASTIAN PARISH FINANCIAL
POLICY REGARDING SCHOOL ENROLLMENT

REQUIREMENTS

FOR PARISHIONERS

A “commitment card for financial stewardship at St. Sebastian” – commonly referred to as a pledge card – pledging a minimum of 5% of the family’s gross income must be submitted to the parish (rectory) office prior to registration for school. The pledge period is from January 1 to December 31 of the particular year. Registration in the parish after January 1 will result in a pro-rated pledge.

One-twelfth of the pledge amount is to be paid each month using the parish contribution envelopes. Monthly statements will be sent to each school family to help maintain accurate records.

A new pledge card must be submitted by the first week of January each year.

FOR NON-PARISHIONERS

For non-parishioners, the cost for each child is the educational service fee in the day school.

If a family cannot pay the educational service fee, income verification will be necessary. That family will be expected to pay a minimum of 5% of its income toward the education service fee, based on their income verification.

There will be a subsidy amount to support non-parishioner students to the full cost of education. That subsidy will have a maximum of \$100,000 per year. A maximum of 25% of total enrollment will be allotted to non-parishioner families. This subsidy of both money and classroom seats is subject to change annually. That decision will be made as part of the parish’s annual budgeting process.

OVER

ALL FAMILIES

Program tuition is paid directly to the school office at the time determined by the school administration. These payments must be current for a family to re-enroll in the school each year.

The family must be current in its pledge by August 1 if the child(ren) of that family are to be allowed to begin classes for the school year.

If the total pledged amount is not paid by December 31 of the school year, the child(ren) will not be allowed to resume classes at the start of the second semester in mid-January.

EXCEPTIONS

All exceptional circumstances must be brought to the school support committee who will handle each request for exception individually.

Should you have any questions or concerns about this policy, please contact the parish secretary at the parish office (453-1061) who will direct you to a representative of the education committee.

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Finance Committee	9/93
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