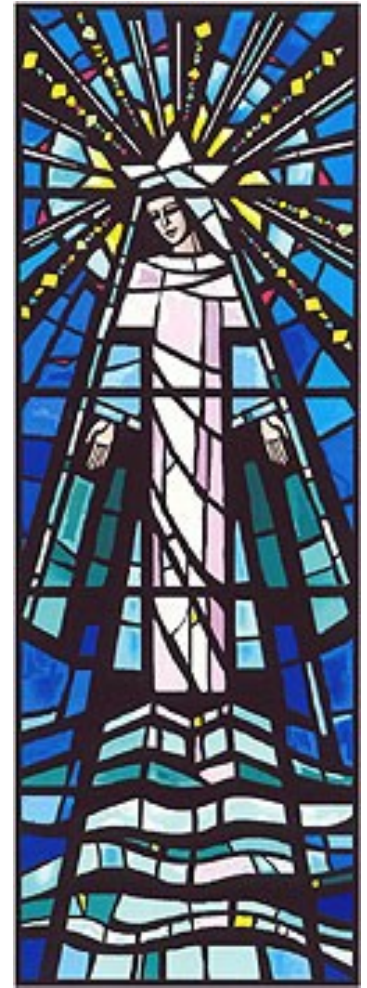


OUR LADY STAR OF THE SEA 2011-2012 RELIGIOUS EDUCATION REGISTRATION

— POLICIES AND PROCEDURES —

REGISTRATION PROCEDURE

- Visit www.disciplesforlife.org and complete the online registration form, or complete the attached paper form and return that to the Religious Education office. Please be sure to review the VOLUNTEER FORM to see how you can assist with our program.
- Mail or drop off full tuition payment at the Religious Education office. A MINIMUM \$25 PAYMENT IS DUE WITH REGISTRATION.
- In order to ensure placement in your preferred class time, register as soon as possible, NO LATER THAN AUGUST 15TH.
- Those who use the paper form should include that with their tuition payment. Anyone who would like to set up payment arrangements should contact Judy Zedan at 313-884-7407, ext. 206 or j.zedan@olsos.org
- A copy of the Baptismal certificate for 1st graders, children new to the program and each child receiving sacraments during the 2011-2012 academic year. Those signing up online, please mail this with your payment, to the Religious Education Office.



TUITION POLICY

PAYMENT PLAN

Tuition payment is to be paid in full with your registration. If a payment schedule or billing is necessary, you must contact the Religious Education Office to make the appropriate arrangements. See above.

Those families with delinquent tuition at the end of the program year 2010-2011 are to make arrangements BEFORE your students will be placed in class for the coming year.

IN PARISH/ACTIVE FAMILY DESIGNATION

Because the parish budget provides more than 2/3rds of the operating budget for the Religious Education Program, tithing to the parish on a consistent basis is the primary way families support the program. "Active participation" refers to a registered parishioner involved in the various organizations, services and ministries of the program and parish, and regular attendance at weekend liturgies with consistent use of offertory envelopes.

NEW FAMILIES

Families joining Our Lady Star of the Sea for the first time must register with the Parish Office before registering in the Religious Education Program. New families will immediately qualify for the In Parish/Active Family Tuition Rate; however, they must demonstrate active participation and financial support of the parish through out the academic year and each year thereafter.

WITHDRAWAL POLICY

Families withdrawing prior to classes starting are charged a non-refundable \$50 fee. Those withdrawing during the academic year receive a prorated refund as follows:

Sept. 22-Oct. 20 80% refunded

Oct. 21-Nov. 17 60% refunded

Nov. 18-Nov. 15 35% refunded

TUITION SCHEDULE

A MINIMUM OF \$25 IS DUE FOR EACH CHILD UPON REGISTRATION if you do not submit full payment. This registration fee will be deducted from your total tuition amount and you will be billed in October.

SUNDAY PRESCHOOL

\$35 per child. Intended for children aged 3 years thru Kindergarten.

GRADES 1-8

One child	\$175
Two children	265
Three children	345
Four +	370

\$80 additional charge **per child** for Out of Parish/ Inactive families.

NO BOOK FEES, NO SACRAMENTAL FEES