



# Saint Margaret of Cortona School

452 West 260<sup>th</sup> Street Bronx, NY 10471 Tel: 718-549-8580 Fax: 718-884-3298

January 26, 2009

Dear Parents and Guardians,

Enclosed you will find re-registration information for the Academic Year 2009-2010 for St. Margaret of Cortona School. Once again, we thank you for allowing us to assist you in your children's educational, moral and spiritual formation. We are very proud of the strong faith and academic environment that our school provides. This unique quality is what makes Catholic education at St. Margaret of Cortona School such a blessing for our children.

The reality of providing such a unique and valuable education requires an added financial sacrifice on the part of both our parents and our parish community. It is definitely a sacrifice worth making! We recognize the difficulty especially in our economy today. Along with the anticipated 44% cut in our state mandated services monies for next year, we also face the rising costs of salaries, benefits, insurance and needed repairs/maintenance. As you know this year we have made a number of necessary physical repairs and improvements in our school building, as well as improvements in our academic and technology programs. It would be very easy to look at the financial situation of operating a school and determine tuition based solely on cost per child; however, if we did this we would make Catholic education impossible for many of our families. We already recognize the sacrifice that many of our families have made to provide their children with a quality Catholic education. ***St. Margaret School exists because of you and your dedication to Catholic education!***

The tuition increase recommendation from the Archdiocese this year is a minimum of 3%. This translates to about \$10 more a month per child. This slight increase is necessary as we look to the future of our school, especially as we utilize the Archdiocesan SIS program and anticipate further technology improvements and its maintenance. We continue to strive to be financially sound and to find ways to stabilize our enrollment so that tuition costs don't continue to rise. We need to continue to look to the future so that we can provide the quality Catholic education you desire for your children. We need to explore other means of financial support that will help supplement our tuition costs and keep them as affordable as possible.

The ***good news*** is that we have a wonderful parish community and a dedicated HSA who continue to support our school untiringly. St. Margaret of Cortona Parish continues to generously provide each of our school families with a scholarship of over \$1,500 a year per child. This is evident as you compare the tuition rates for parishioners and non-parishioners. The actual cost to educate one child here at SMS is about \$5300. With this type of commitment it is obvious that our parish believes wholeheartedly in Catholic Education and St. Margaret of Cortona School! What a gift we have in our parish community!

With gratitude for all you do for our school, we are

Yours in Christ,

Rev. Brian McCarthy, Pastor

Sr. Kathleen Marie, CR, Principal

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# *St. Margaret of Cortona School*

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## CONTRACT FOR RE-REGISTRATION 2009-2010

**Family Name** \_\_\_\_\_

**Home Address** \_\_\_\_\_  
\_\_\_\_\_

**E-mail Address** \_\_\_\_\_

**Registered Parish** \_\_\_\_\_

I wish to re-register the following students for the September 2009-2010 School Year:

\_\_\_\_\_ Grade \_\_\_\_\_

\_\_\_\_\_ Grade \_\_\_\_\_

\_\_\_\_\_ Grade \_\_\_\_\_

\_\_\_\_\_ Grade \_\_\_\_\_

\_\_\_\_\_ Grade \_\_\_\_\_

Reasons why I continue to choose Catholic Education at St. Margaret of Cortona for my child/children:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason why my child/children will not be returning to St. Margaret of Cortona this upcoming school year:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*To ensure your children's enrollment for the 2009-2010 school year all forms must be completed and all fees for the 2008-2009 school year must be paid in full by June 1, 2009. Please sign and return this contract by **Friday, February 13, 2009** along with all your completed forms.*

# *St. Margaret of Cortona School*

## *Re-Registration Contract*

1. I understand that my tuition for the 2009-2010 academic school year is \_\_\_\_\_.
2. I have chosen to use the following Tuition Payment Plan \_\_\_\_\_  
for the 2009-2010 school year.  
*Choose one:*
  - **One-Time Payment** due by August 1, 2009
  - **C & E Lockbox 10 Month Payment Plan** where payments are budgeted over 10 months beginning August 1, 2009 Payments are made on the 10<sup>th</sup> of each month.
3. I completely understand the obligations that are expected to fulfill my responsibilities to St. Margaret of Cortona School for the academic school year 2009-2010.
4. I understand that this agreement comes into effect with the verification of information and the completion of all required forms.
5. I support the Catholic education of my child/children by providing a Christian home environment and by attending Mass weekly.
6. I financially support my Parish. I contribute to my parish weekly using my parish envelopes to help defray the overall cost of educating our child/children in St. Margaret of Cortona School.
7. I hereby agree to pay all fees of collection including attorney fees, interest and penalties.
8. I have read and understand the School Policy and its Rules and Regulations as set forth in the Saint Margaret of Cortona Parent-Student Handbook. Failure to comply with these will result in the loss of all privileges attached to my status as a St. Margaret of Cortona School family.
9. I have enclosed the non-refundable **\$50 re-registration fee** for each of my \_\_\_\_\_ child/children in the amount of \_\_\_\_\_.

\_\_\_\_\_  
Printed Name of Parent/Guardian

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date of Agreement

All checks are to be made payable to the order of **St. Margaret of Cortona School**

**St. Margaret of Cortona School**  
452 West 260 Street  
Bronx, NY 10471-1826

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**TUITION RATES AND FEES 2009-2010**

**PRE-KINDERGARTEN:** \$4,150.00 plus \$300 Academic/Technology Fee

<b>GRADES K-8</b>	<b><u>IN PARISH</u></b>	<b><u>OUT OF PARISH</u></b>
<b>1 Child</b>	\$3,870.00	\$5,350.00
<b>2 Children</b>	\$5,350.00	\$7,550.00
<b>3 Children</b>	\$5,950.00	\$8,870.00

**YEARLY FEES:**

<b>New Registration Fee:</b>	\$75.00 due at registration
<b>Re-registration Fee:</b>	\$50.00 per child due each February
<b>Academic Fee:</b>	\$225.00 per child: (due at registration for new applicants)
<b>Technology Fee:</b>	\$75.00 (Gr. PK-8)
<b>Lunch Duty Fee:</b>	\$60.00 per family
<b>Home School Assn. Dues:</b>	\$25.00 per family
<b>Mandated Fund Raising Fee:</b>	\$100.00 per family
<b>C &amp; E Lockbox Fee:</b>	\$25.00 per family

*Please note that with the exception of the Re-registration Fee, ALL annual fees will be paid on a ten-month basis along with tuition. Those families that are able to pay the full amount as of August 1, 2009 will receive a 2% discount.*

**PARISH CONTRIBUTION:**

The tuition rates for **IN PARISH** families apply only to our Catholic families who attend Mass faithfully, are registered with the parish **prior** to school registration and have an established history of church contributions. **If a family is not registered in the parish prior to school registration, they will be charged the “Out of Parish” rate for one year while “In-Parish” status is established.** To remain eligible for the “In-Parish” rate, a family must attend weekly mass and using the parish envelope system contribute a minimum of **\$500.00** annually to St. Margaret of Cortona Church. The first \$250 should be contributed between July 1<sup>st</sup> and December 31<sup>st</sup>; the second \$250 by May 30<sup>th</sup>. Families who do not meet these requirements will be required to pay the **OUT OF PARISH** tuition rate.

**OTHER FEES & COSTS:**

During the course of the school year, other fees and costs may be incurred, such as fees for field trips, additional equipment, school supplies, HSA events, parish events, or other miscellaneous items.

**N.B. Every family will be asked to complete a Tuition/Yearly Fee Form for the upcoming academic year 2009-2010 before the completion of this school year.**

**To:** Tuition Management Division of C&E Lockbox Services 466 Old Hook Road suite 27 Emerson, NJ 07630

**I / We are aware that the above company will be processing our tuition payments for St. Margaret of Cortona School.**

**Please complete the application, select the method of payment and sign where indicated.**

**Parent / Guardian :** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Apartment Number** \_\_\_\_\_ **Home Phone:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_ **E-Mail Address** \_\_\_\_\_

\*\*\*\*\* E-Mail Address will be kept confidential but will be used to provide information about your tuition account

<b>Child's Name</b>	<b>K-8 Grade in September</b>	<b>Child's Name</b>	<b>Pre-K 4 Program</b>
<b>1</b> _____	_____	_____	_____
<b>2</b> _____	_____	_____	_____
<b>3</b> _____	_____		

**Please select method of payment:**

**Automatic Debit to Checking Account** \_\_\_\_\_ **to be drawn on the 10<sup>th</sup> of the month August-May.**  
(if you choose this method, please attach a blank, voided check)

**Coupon Book** \_\_\_\_\_ **due on the 10<sup>th</sup> of the month August-May. A book will be mailed directly to your home.**

**Payment in Full** \_\_\_\_\_ **due on August 10<sup>th</sup>. Those choosing this option are entitled to a 2% discount on the tuition portion only. Fees must be paid in full. You will receive a bill in the mail.**

Ten Payment Plan - Terms and Conditions:

I understand that the annual tuition + fees will be divided into ten payments and that the first payment is due August 10<sup>th</sup> and the last on May 10<sup>th</sup>. **Payments will no longer be accepted at the school office. Those families using the payment book must make their check or money order payable to, "St. Margaret of Cortona School" and sent to C&E.** Payments that are received after the 20<sup>th</sup> of the month are subject to a \$20.00 late charge. **In addition, a \$20.00 bank charge for any check returned for insufficient funds will be due with your next payment.**

If I have chosen to have payments automatically withdrawn from my checking account, I appoint C&E Lockbox Services as my agent and authorize C&E through its bank to establish automatic payments from my checking account as identified.

I have read the above paragraph and agree to the conditions as stated.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**SCHOOL USE ONLY:**

**Parishioner** \_\_\_\_\_ **Non-Parishioner** \_\_\_\_\_

**Annual Tuition \$** \_\_\_\_\_ **Fees \$** \_\_\_\_\_ **Total Obligation \$** \_\_\_\_\_

**Scholarship / Financial Aid \$** \_\_\_\_\_