



St. Mary's School
New Families
Information Package
& Application Form
2020 – 2021

2020 – 2021 Admission Information for New Families

Please read the following information carefully. In order for your registration to be considered, you must complete and submit the following to St. Mary's School Office:

- 1) Application Form for Admission (attached)
- 2) Copy of Birth Certificate
- 3) Copy of Baptismal Certificate
- 4) Copy of Immunization Record
- 5) Copy of recent Report Card (for Gr. 1-7 only)
- 6) Application Fee: \$50.00 cheque made out to: St. Mary's School

Return all forms to St. Mary's School Office as soon as possible.

Required Fees:

1. An Application Fee is required for every submitted registration. The Application Fee covers the costs involved in the processing of registrations. Application Fees are payable at the time of registration and are Non-refundable if the student is not admitted into the school.

Note: Admittance of your child should not be considered **CONFIRMED** until you have been interviewed and accepted by the principal.

Required Documents for New Students:

1. Our school system regulations require that **Birth and Baptismal Certificates** be presented when the child is registered. Please attach a **photocopy of your child's Birth and Baptismal Certificates along with the application form.**
2. Children registering for Kindergarten must have been born in **2015 (January 1, 2015 – December 31, 2015)**. Please note that until proof of age is established, enrollment for your child will not be considered complete.
3. Our Government regulation requires that completed **Immunization Records** be given to the school. Please attach a **photocopy of your child's Immunization Record along with the application form.**
4. New students entering **Grade 1- 7 (ONLY)** must present a recent **Report Card** from their previous school. Please attach a photocopy of your child's most recent Report Card.
5. **Legal Residency of Parent Form.** This Government form is required to verify the parents or legal guardian have lawful admission to Canada and residency in British Columbia. **This form is given to you if you are accepted into the school.**

2020- 2021 Admission Policy

ALL CHILDREN MUST BE (RE) REGISTERED EVERY YEAR.

St. Mary's is a Catholic school committed to the goal of being an inclusive community of learners. Our school implements a program and curriculum enabling it to accept and meet the needs of all students.

All schools must have a process of admitting students. As part of this process, the Pastor/Archbishop's Representative, the Principal and, when practical, a member of Education Committee shall meet with each new family. From the interview and the information available to them, the Pastor, along with a member of the Education Committee and the Principal, will decide if the school can meet the needs of the student and if the family and the student can meet the requirements of the school. In those cases, when it is decided to accept the student, the family shall read and sign the Family Statement of Commitment prior to being accepted into the school. Such families will be accepted according to the established priorities.

For purposes of this policy:

- **"Practicing Catholics"** shall mean those individuals who are registered in a parish and attend Sunday Mass regularly.
- **"Active in Parish"** shall mean those who support the parish by using envelopes and participate in the work related activities required of them.

Priorities for admittance into St. Mary's elementary school shall be:

1. Children presently enrolled in the school if they and their families meet the expectation of the school.
2. Siblings of children already in the school, whose families are practicing Catholics active in the parish.
3. Children whose families are practicing Catholics active in the parish.
4. Siblings of children already in the school, whose families are practicing Catholics active in other parishes.
5. Children whose families are practicing Catholics coming into the parish, who have been attending Catholic school elsewhere.
6. Children whose families are practicing Catholics active in other parishes.
7. Children whose families are neither practicing Catholics nor active in their parishes.
8. Non-Catholics. Once accepted into the school, non-Catholics need to meet only criteria expected of other students to be re-admitted in subsequent years. Sibling of non-Catholics cannot be given priorities over Catholics.

2020-2021 School Tuition Fees

If you are accepted into the school, you will be required to sign up for Direct Withdrawal for your monthly Tuition Fees. **Activity Fee will be paid upon acceptance as a deposit.**

- 1) **Application Fee for each NEW students \$50.00**
- 2) **One cheque for Activity Fees (Current date)**
Kindergarten to Grade 6 **\$200.00**
Grade 7's **\$300.00**

*(All Activity Fees include: Field Trips, EduPac (school supplies) and Technology Fees.
Grade 7 Fee also includes Confirmation Gown rental, Spirit Day and retreat.*

- 3) **Tuition Rates: The table below summarizes the school's monthly tuition fee schedule for the 2020-2021 school year.**

Tuition Fees	Category 1 (St.Mary's Parishioner)	Category 2 (Non-Parishioner)	Category 3 (Non-Catholic)
One child	\$332.00	\$382.00	\$412.00
Two children	\$631.00	\$726.00	\$783.00
Three or more Children	\$901.00	\$1,036.00	\$1,118.00

Category 1: (St. Mary's Parishioners)

- Your family members are registered parishioners of St. Mary's Parish.
- Your family regularly attends the Parish Liturgical celebration (Mass/Sacraments).
- You regularly use the Parish Sunday Envelope program (**minimum of 30 times per calendar year**).
It is imperative for children to learn their faith by attending Catholic school and by attending Mass, along with their families.

Note: Catholic Families who regularly attend another Catholic Parish that does not have an elementary school and who submit an "Outside Parish Subsidy Form" must request the Category 1 rate from their parish priest, whose responsibility it is to provide the subsidy.

Note: Families who use the online donation option are still required to use envelopes and mark them "online giving."

Category 2: (Non-Parishioners)

- Catholic families who belong to another parish but have children in St. Mary's school, and all other Catholic Families who do not meet Category 1 requirements.

Category 3: (Non-Catholics)

- ❖ **A penalty of \$35.00 will be levied for all NSF cheques.**
- ❖ **Special consideration for tuition if required will be discussed during your interview.**
- ❖ **Families who take their children on holidays during the school year, and thereby not qualify for full government grant, will be expected to reimburse the school for the amount lost.**

**St. Mary's School 2020 – 2021
Application for Admission-New Student**

Enrolling Grade: _____ **ID#** _____ **PEN#** _____

Student's Name and Information	
Family Name: _____	Given Name: _____
Middle Name: _____	Preferred Name: _____
Date of Birth: _____ <small>(mm/dd/yyyy) Alpha</small>	Place of Birth: _____
Religion: _____	Female Male
Date of Baptismal: _____	Date of 1 st Communion _____
Immigration Status: <input type="checkbox"/> Canadian Citizen	Landed Immigrant _____
Language at Home: <input type="checkbox"/> English/	Other (specify) _____
Home Address: _____	
City: _____	Postal Code: _____
Home Phone: _____	Home Email: _____
Doctor's Name: _____	Doctor's Phone: _____
CareCard #: _____	
(Non-Parent)	
Emergency Contact: _____	Phone Number: _____
Preschool/Daycare: _____	
Elementary School: _____	
Referred Name & Contact number: _____	
Father or Male Guardian	Mother or Female Guardian
Surname: _____	_____
Given Name(s): _____	_____
Religion: _____	_____
Immigration Status: Canadian Citizen/ Landed Immigrant	Canadian Citizen/Landed Immigrant
Occupation: _____	_____
Employer Name: _____	_____
Work Phone: _____	_____
Cell Phone: _____	_____
Family Information	
Church of Marriage: _____	
Parish You Attend: _____	
St. Mary's Envelope#: _____	

SIGNATURE OF PARENT OR GUARDIAN

DATE

OFFICE USE ONLY			
	Paid		Rec'd
Application Fee:	\$50	Birth Certificate:	
Activity Fee:	\$	Baptismal Certificate:	
Participation Fee:	\$	Immunization Form:	
Participation Category:		Previous Report Card:	