



New Family Registration – Grades K- 8

2019-2020 Academic Year Registration

Open: January 28th, 2019

FAMILY LAST NAME: _____

_____ We are registered parishioners of St. James the Apostle Parish.

_____ We are parishioners of _____ Parish.*

_____ We are not Catholic.*

Non-St. James Parishioners will receive an \$800.00 non-parishioner fee included in their tuition annually

Home Address: _____ City: _____ Zip: _____

Home Phone #: _____

Mother's Name: _____ Contact Number: _____

E-mail address: _____

Father's Name: _____ Contact Number _____

E-mail address: _____

What Public School would you attend? _____ School District# _____

Please provide the following information for each child to be registered

Child's First & Last Name	Gender	Date of Birth: ex: mm/dd/yy	Grade Level for <u>2019-2020</u> <i>Please Circle</i>
			K 1 2 3 4 5 6 7 8
			K 1 2 3 4 5 6 7 8
			K 1 2 3 4 5 6 7 8
			K 1 2 3 4 5 6 7 8

Office Use Only:

Date Received: _____ Registration Amount Enclosed: \$200.00 Check # _____ Received By: _____

Student Info Sheet _____ Birth Certificate _____ Baptismal Certificate _____ Health /Emergency Form _____

FACTS Agreement _____ P&P Form _____ SS Invite _____

REGISTRATION INFORMATION

- **Age Requirements:**
 - Kindergarten – MUST be 5 years old on or before September 1. Exceptions cannot be made.
- **Registration Fee:** For accounting purposes, the Preschool Program registration fee must be a separate check from the K-8 registration fee
 - A **non-refundable** registration fee of **\$200.00 per NEW family** for grades K-8 is required for registration to be complete.
 - Checks should be made payable to St. James the Apostle School.
- **Birth and Baptismal Certificates:**
 - All new students will need to provide a copy of the County Birth Certificate and a Baptismal Certificate (if Catholic) with this registration form.
- **Dental, Eye and Physical Examinations:**
 - Dental examinations are required for students entering kindergarten, second and sixth grades to be turned into the school office **before the first day of attendance**.
 - Kindergarten students must have an eye exam **to begin school**.
 - ALL Kindergarten and NEW students must have a State of Illinois Health exam turned into the school office **before the first day of attendance**. Please note: Annual IHSA sports physicals are required **prior** to participation in any practices or games for student athletes in grades 5-8.
 - 1st through 8th grade Transfer Students: these requirements can be transferred from past school records UNLESS transferring from outside of Illinois. (Request a Release of Information Form, if needed)
- **Forms, Policies, and Releases:**
 - The *Policies and Permissions Form* (purple), the *Family Health and Emergency Form* (blue), and the Diocesan Student Information Form (white) must be on file in the school office **prior to first day of attendance**
 - The Acceptable Use Policy will be available for parent/ student signature **prior to internet use**.
 - A description of the Diocese of Joliet policies regarding photography/ videography and the Talk About Touch Program can be found on School Speak. Documents of Objection are available upon request.
- **Tuition Information:**
 - Tuition Payment/ FACTS Registration Agreement (salmon) is **due upon enrollment**.
 - If you anticipate the need to apply for financial aid, the information packet can be obtained in the school office. Please note that the Financial Aid Application deadline is March 1. Funds may no longer be available after this date.
 - Public School Student Transfer Grant is available for public school families (grades 1-8 only) transferring to St. James the Apostle School. Inquiries can be made in the school office.
 - Non-St. James the Apostle Parishioners will receive an \$800.00 non-parishioner fee included in their tuition.
- **School Speak:**
 - Upon registration, you will receive an e-mail invitation to set up an account and profile in School Speak. This is our primary portal for communication and account registration is required **within 1 week of registration**.
 - Miscellaneous items will be posted here including, but not limited to: weekly newsletters, school supply lists, medical forms, uniform guidelines, Kids Klub registration, volunteer requirements etc...

Parental Permissions

**School Speak is a school wide portal used as our primary source of communication for pertinent information to share within our school community. Each week St. James sends a newsletter and various pieces of information using the e-mail address provided by parents. We are required to obtain permission from parents before utilizing or adding their information into this portal. An option is available to contain your personal information to school administrative use only.

**The Diocese of Joliet allows positive publicity of students using videotapes, digital images, photographs, web publications and official school social media as a facet of instruction to: enhance learning, share information, promote the school, assist in providing a safe and secure learning environment and to monitor/ record student activities. These activities may be announced or unannounced and will be conducted according to diocesan guidelines. The Diocese of Joliet Schools does not approve of the display of any such images on social networking sites without the expressed permission of the administrator and all parties involved. To read this agreement in its entirety, please request a copy from the school office. Likewise, to object to this agreement, please contact the school office to obtain an objection document.

**My child(ren) has permission to participate in the grade/age appropriate Talk About Touch program unless a written objection form is signed and on file with the St. James the Apostle School office.

Please sign your name below to indicate that you have read and understand the statements above:

Parent/ Guardian Signature

Date