

IT IS TIME TO RE-REGISTER FOR THE 2017 – 2018 SCHOOL YEAR

RE-REGISTRATION

Re-Registration for our returning families needs to be completed by **March 1, 2017**.

We have new families applying to Saint Patrick School.

We need to let them know in early Spring if there is space for their children.

To re-register go to the Enrollment tab in TADS to re-enroll.

There is a \$100.00 registration fee per family.

TADS Financial Aid ----- ALL PARENTS MUST COMPLETE!!!!

The Daughters of Charity Foundation, from whom we receive operational and financial support, requires all families to complete the TADS financial aid information. Please go to your TADS account and choose the 2017 – 2018 school year. You will need your most recent 2016 tax information to complete the application. **There is a link on the “Wednesday Envelope” called 2017 - 2018 Tuition and Financial Assistance Information.** It will take you to the web page with all the links you need. This needs to be completed by February 28, 2017.

FINANCIAL INFORMATION FOR ALL PARENTS APPLYING FOR FINANCIAL ASSISTANCE

We lose tens of thousands of dollars in financial support because parents do not meet the FACTS/PSAS or BASIC Fund deadlines or do not submit the required forms. **ALL parents** applying for financial assistance for the 2017 – 2018 school year **MUST** do the following:

FACTS (In previous years this was PSAS, FACTS bought PSAS)

Set up an account and complete the FACTS on-line form. **THIS MUST BE COMPLETED BY FEBRUARY 15, 2017.** This information is required in order to see if you qualify for financial assistance from the Diocese of San Jose. There is a link on the “Wednesday Envelope” called *2017 - 2018 Tuition and Financial Assistance Information*.

The following documents need to be submitted on-line (Copies of 1040 Tax for 2016 and W2 for 2016 and Signed Request for Transcript of Tax Return Form (4506 –T)

If you have difficulty submitting the documents, please contact Mrs. Constantino.

There is a \$27.00 fee payable to FACTS.

BASIC FUND INSTRUCTIONS FOR RETURNING FAMILIES

BASIC Fund will mail to your home a form which you will need to bring to Mrs. Constantino in the School Office to be completed. In addition, you must complete the Re-Registration Agreement Form and The School Commitment Form. The **due date is February 28, 2017.**



Thank you for completing all the necessary financial information in a timely manner. If you have questions or concerns, please ask. As soon as we receive notification of financial assistance awards from the Diocese of San Jose and BASIC Fund we let you know.

If you have any questions, please ask as soon as possible.

Olga Islas
Principal

Sister Mary Haupt
Vice-Principal

Diane Constantino
Bookkeeper