

Parishioners:

St. John the Baptist will accept registration from all parents who are registered parishioners and wish to enroll their children in St. John the Baptist School.

The **Parishioner Tuition Rate** shall be established on an annual basis jointly by the Finance Committee and Education Commission and approved by the Parish Council.

In order to have a fiscally sound and sustainable school, the following minimum requirements are expected of all parishioners with children attending St. John the Baptist School.

- a. families are registered members of the Parish;
- b. Parents and children share in the faith life of the parish at St. John the Baptist Parish by attending weekly liturgies at least 60% of the year;
- c. Parents financially support the Parish through weekly contributions using the church envelopes;
- d. Parents participate in the Parish Stewardship Program by volunteering their time and talents to support the ministries and organizations of the Parish.

(Families who are not actively participating in the Parish by meeting these minimum requirements may be contacted by the parish office for special arrangements.)

For families who are experiencing financial hardships, the Parish offers separate tuition funding options which are decided on an individual case basis. Please contact the Pastor for details.

Non-Parishioners:

Families who are not registered parishioners of St. John's and want their children to attend the parish school have two options:

- a. They may become registered members of the parish and pay the **Parishioner Tuition Rate**;
- b. They may continue being parishioners of another parish, pay the **Non-Parishioner Tuition Rate** and seek tuition assistance from their parish.

Everyone who desires education for their child(ren) at St. John's will be considered for enrollment.

Families who are not currently registered parishioners of St. John's may become members of the Parish by contacting the business office – both Ohio and Indiana residents are eligible. If you live outside the parish boundaries, you may be required to have an interview with the pastor.

Acceptance of children from families who are *Non-Parishioners* is subject to the approval of the Pastor. For anyone not accepted, the registration fee will be refunded.

3. Payment Methods

There are two payment options available for payment of tuition. The first option is to pay the amount of tuition, in full, on or before July 1, 2011. Payment should be turned in to the school office in one of the envelopes supplied by the Parish.

The second payment option, the Monthly Tuition Payment program, allows for 10 monthly installments. The first payment is due by July 1, 2011 and all remaining installments are due on the first day of each successive month. A payment book and envelopes are mailed to your home for these monthly payments.

4. Refunds

Students who, **without** good cause, withdraw from St. John School after the start of the school year will be charged for the remainder of the school year for which the student is enrolled. The only exceptions to this policy are withdrawals due to impairment of the student which results in the student becoming physically unable to attend St. John School, relocation of the student's family out of the Harrison area, or on the recommendation of the school administration. In those instances, tuition is charged through the end of the quarter in which withdrawal occurs. This policy also applies to partial refunds of prepaid tuition.

5. Financial Aid

Financial assistance is available for school tuition through the Private School Aid Service. Applications are required to be submitted to PSAS no later than July 1 each year for the following school year. Applications are available in the school office. The pastor and business manager retain the authority to grant tuition assistance to families who are faced with a financial emergency or other special needs.