

Inspired by the Annunciation of Our Lord,
and rooted in our Catholic Faith,
the Mission of Annunciation Catholic School
is to develop the potential of every child,
to promote academic excellence,
and to foster the Christian ideals of
love, witness, and service
in partnership with our families
and parishes.



Registration Booklet

*Annunciation Catholic School
1610 Blanding Boulevard
Middleburg, Florida 32068 904/282-0504
www.annunciationcatholic.org*

January 2022

Dear Families,

We welcome you to the Annunciation Catholic School family. Clay County's Catholic community endeavors to balance the rising costs of providing the gift of a high quality Catholic education to your children with finding ways for families to afford what you pray for. I encourage every family to explore the many scholarship opportunities provided by the state of Florida, our supporting parishes, and the school itself.

Scholarship opportunities through the state are administered by **Step Up for Students** and **AAA Scholarships** and include:

- Florida Tax Credit (FTC), Family Empowerment (FES-EO), and AAA Scholarship, which are all based on family income. These awards pay nearly all of a student's tuition for the school year.
- Family Empowerment Scholarship for students with Unique Abilities (FES-UA), is for students with IEPs or special physical health considerations. This scholarship generally pays all of a student's tuition, and sometimes for additional services and/or learning materials or devices.

- State Scholarships accepted are:

**AAA,
Florida Tax Credit
Family Empowerment
Hope**

- √ Families are responsible to pay for any amounts not covered by state scholarship award and pastor/school scholarship(s), and must do so through a FACTS account
- √ Families **must endorse award checks or electronic documents within one week** of email/text notification from scholarship agency/school office or risk being billed for amount of award payment.

Other Charges and Accounts

Your **Parent Portal** account is the location for incidental charges such as lunches, extended day daily use, sports fees, replacement fees for library or text books, field trips, school-based clubs, and volunteer hours not served/not recorded on time, etc.

Invoices are not sent automatically: families are responsible for checking their accounts and keeping them current.

Delinquency

Accounts must be kept current for student(s) to remain at Annunciation.

Records are not transferred to new schools and scholarships are not transferred if families have an unresolved balance at time of departure or last day of school, whichever is first.

Payment Plans

(for One-Rate Tuition and full-year extended day charges)

- All payments to school are non-refundable.
- All families must have an active account with **FACTS Tuition Management** unless full payment is made by June 1. Payments are automatically debited according to the payment plan you select.

New families should register for their 2022-23 FACTS accounts by completing the requirements prompted at <https://online.factsmgt.com>.

— Available plans are:

- √ Full payment on/before June 1, 2022
- √ Half payment on/before June 1, 2022; half payment on/before October 1, 2022
- √ Begin in May 2022, making 12 payments (end in April 2023)
- √ Begin in July 2022, making 10 payments (end in April 2023)
- √ Entries after May 1 ONLY: equal monthly payments through April 2023

Sponsoring Parish Scholarship Application:

School **must** have on record a completed **current** form signed by sponsoring pastor

If your student does not qualify for any of the state scholarships, perhaps your membership in one of **Annunciation's Sponsoring Parishes** will qualify you for a generous scholarship toward tuition. The application form is available from the office upon your request. Provide the completed form to your pastor for consideration. He will communicate his decision to us.

The **Multi-Student Scholarship** helps some of our families who do not qualify for a state scholarship or a sponsoring parish scholarship.

Whether you've been with Annunciation for awhile or you're just joining our family, we hope you will consider pre-qualifying your students for significant financial help by visiting the **websites on the next page**.

If your family has a special circumstance for which you would like additional consideration, please contact me at principal@annunciationcatholic.org.

Stephen Eiswert
Principal

Annual Tuition per Student in Grades K-8: \$7,695.00 Scholarships Accepted

Option #1 - Annunciation's Sponsoring Parish Scholarship

904/284-3811 Sacred Heart/Fleming Island & Green Cove
904/264-0577 St. Catherine of Siena
904/282-0439 St. Luke

You must submit the application to your pastor for approval.

Parish Scholarship Requirements

Attendance at weekend Mass is the bedrock upon which families build their faith life. Showing your children the value and importance of weekly worship as a family is one of your highest callings. Demonstrate joy and respect for worship as you prepare to attend each week.

Warning letters will be sent by the parish to families whose regular attendance can not be demonstrated through the ***honest use** of offertory envelopes. Failure to improve attendance will result in the family losing the parishioner rate for at least the next semester. If this pattern is repeated, the family will lose the in-parish rate permanently. **Annunciation abides by the pastor's decision.**

***A family who attempts to violate this policy by having a party other than the student's parent(s) bring the envelope will lose the parishioner rate permanently or face the possibility of expulsion from Annunciation. Envelopes are to be given in the offertory and cannot be mailed. Our ushers have been apprised of this policy.**

******* Annunciation will bill the family according to the decision of the Pastor. *******

Option #3 State Scholarships:

- * **AAA Scholarship Foundation**
- * **Florida Tax Credit (FTC)**
- * **Family Empowerment (FES, FES-EO, FES-UA)**
- * **Hope**

Graduation Fee: Additional \$90.00 for **each student** in Grade 8 only.

(Difference between award and tuition is billed to family)

Other expectations for ALL families of Grade K—8 students:

Volunteer Service to school (12 hours per semester per family) which we pre-bill at the rate of \$15 per hour to Parent Portal each semester and which we credit when family logs served hours.

Extended Day

Full Year Rates, Non-Refundable

Mornings: 1 Child	\$ 380.00
Mornings: Each Additional Child	\$ 190.00
Afternoons: 1 Child (Grades K-8)	\$1,380.00
Afternoons: Each Additional K-8	\$ 900.00
PK Extension: Each Child to 3:00	\$2,865.00
PK Extension: Each Child to 5:55	\$4,430.00
Late Pick Up: After 6:00 p.m., per minute, per child	\$ 2.50

Daily Rates, Per Stay, Per Child—Due at time of Service

Mornings: 1 Child	\$ 3.50
Mornings: Each Additional Child	\$ 3.50
Afternoons: 1 Child (Grades K-8)	\$13.00 + \$5.00 if not prepaid
Afternoons: Each Additional K-8	\$13.00 + \$5.00 if not prepaid
PK Extension: Each Child to 3:00	\$18.00 >
PK Extension: Each Child to 5:55	\$27.00 >
Late Pick Up: After 6:00 p.m., per minute, per child	\$ 2.50

**Annual Tuition for each student in Grades K-8 is
\$7,695.00**

- ◇ **Only one scholarship may be applied to a student's tuition.**
- ◇ *Scholarship funds are not given directly to families, but rather, are deducted from a student's annual tuition.*
- ◇ *If family fails to meet qualifications at any time during the school year, the scholarship may be revoked.*
- ◇ *Tuition, Graduation Fee, and Extended Day payments are not refundable.*

**Option #1 Annunciation Sponsoring Parish Scholarship
Grades K—8**

To earn this scholarship, a family must be *registered parishioners of **Sacred Heart/Fleming Island & Green Cove Springs, St. Catherine of Siena, or St. Luke**. Parishioners of **Mary, Queen of Heaven** also *may be eligible* for this scholarship. The family must be in good standing as determined by the parish from the prior academic year.

*Sponsoring Parish Scholarship Application Form included with this packet.

<u>Number of Students</u>	<u>Parish Scholarship</u>
1	\$ 1,714.00
2	\$ 4,888.00
3	\$ 8,063.00
4	\$11,237.00
5	\$14,411.00

Graduation Fee: Additional \$90.00 for **each student** in Grade 8 only. Payments to school are not refundable.

**Option #2 Annunciation School Multi-Child Scholarship
Grades K—8**

To receive this scholarship, a family must enroll more than one student in Annunciation Interparish School.

<u>Number of Students</u>	<u>School Scholarship</u>
1	\$ 0.00
2	\$ 682.00
3	\$ 2,040.00
4	\$ 3,396.00
5	\$ 4,753.00

Graduation Fee: Additional \$90.00 for **each student** in Grade 8 only. Payments to school are not refundable.

Option #2 - Annunciation's Multi-Child Scholarship

Open to any family with more than one child enrolled, and which does not qualify for Sponsoring Parish or any of the State Scholarships. No deadline.

Indicate on the appropriate registration form.

Option #3 - State Scholarships listed below.

Step Up for Students www.stepupforstudents.org
FTC (Florida Tax Credit)
FES-EO (Family Empowerment-Economic Opportunity)
FES-UA (Family Empowerment-Unique Abilities)
Hope

AAA Scholarships www.aaascholarships.org
 Offers for economic need, health/learning

Application Packet and Lists of Requirements

ALL New Kindergarten through Grade 8 Students

- **Active FACTS Tuition Management account** (to which all tuition and annual extended day charges will be added) Register for secure online FACTS accounts by entering <https://online.factsmgt.com> in your web browser and following the instructions through to setting up your banking information. An annual fee of about \$41 will be charged by FACTS Tuition Management for plans of 3 or more payments.
- Admission Application (Family and individual student sections)
PRINTED LEGIBLY
- Family Scholarship Elections Form—Required with registration paperwork
- Sponsoring Parish Scholarship Application (if applicable)
WITH Pastor’s signature **PRIOR** to first tuition payment
- Documentation:
 1. Birth certificate (legible copy of state issued document)
 2. Baptismal certificate (**if baptized in ANY faith tradition**)
 3. Social Security Card (legible copy for all VPK and Kindergarten students)
 4. Health Form/Physical: DH 3040 less than 1 year old from your Florida doctor
 5. Immunization Form: DH 680, showing complete, age/DOB-appropriate immunizations*
***NO EXEMPTIONS ALLOWED.**
We accept NO medical or religious exemptions
- Report Cards—2 immediately prior years (if entering grades 1-8)
- Standardized Test Results—2 immediately prior years (if entering grades 3-8)
- IEP/Psychological Testing Results (if applicable)
- State Scholarships—valid award letter **with** Student ID

VPK Students

- **VPK ONLY:** VPK Certificate issued by Episcopal Children’s Services www.ecs4kids.org for Clay County, signed by parent. This certificate provides for the VPK student’s academic day, 7:45am—10:45am, provided attendance restrictions are followed.

The certificate does not provide for wraparound stays prior to or after the academic day: charges for these stays are the responsibility of the family. Full year stays are billed to your FACTS Tuition Management account. Occasional stays are billed to your ParentPortal account.

PK-4 (self-pay) Students

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Full-year wraparound families

- **Active FACTS Tuition Management account** (to which all full-year extended day and any self-pay tuition charges will be added) Register for secure online FACTS accounts by entering <https://online.factsmgt.com> in your web browser and follow the instructions through setting up your banking information. An annual fee of about \$41 will be charged by FACTS Tuition Management for 3 or more payments.
- Admission Application (Family and individual student sections)
PRINTED LEGIBLY
- Documentation
 1. Birth certificate (legible copy of state issued document)
 2. Baptismal certificate (**if baptized in ANY faith tradition**)
 3. Social Security Card (legible copy)
 4. Health Form/Physical: DH 3040 less than 1 year old from child’s Florida doctor
 5. Immunization Form: DH 680, showing complete, age/DOB-appropriate immunizations*
***NO EXEMPTIONS ALLOWED.**
We accept NO medical or religious exemptions.