January 2010

Dear Financial Assistance Applicant,

St. Mary's Catholic School offers need-based financial assistance. Qualification is determined through application on a yearly basis. Application forms are available in the school office or on the school website starting February 1st. In order to be considered for financial assistance, these forms must be returned with the early registration fee (refundable only if application not approved) and a copy of your current tax return or W-2. **All completed paperwork must be received by March 1 for consideration for the 2010-11 school year.** Past recipients of financial assistance must reapply each year.

Financial assistance is awarded for the duration of the academic year pending the following conditions:

1. Your child(ren) must maintain a "C" average or above each 9 weeks.
2. Your tuition obligation must be paid in full by the 5th of the month.
3. You must fulfill the Wunderfall fundraising obligation by September 18, 2010 (sell or purchase $300.00 or more in raffle tickets as per your tuition contract).
4. Your family must fulfill the 25 service hour obligation and an additional 40 Financial Assistance Agreement service hours for a total of 65 hours. Thirty-five (35) hours (including 5 Wunderfall hours) must be completed by the Christmas Break and the other 30 hours must be served by the end of the school year.
5. You must keep your lunch account current.
6. You must comply with the rules in the handbook; attendance will be monitored for excessive absences or tardies (excessive is more than 5 per semester).
7. Your child must maintain a satisfactory conduct level in school with no consistent behavior problems.

If any of the above conditions are not met, financial assistance may be revoked, and the responsible party will be expected to pay tuition and fees in full for the remainder of the contract year to remain at St. Mary's Catholic School. If the family is unable or unwilling to agree to these terms, withdrawal procedures will be initiated.

Thank you for your interest in having your children attend St. Mary's Catholic School. Financial Assistance applications should be submitted to school finance office (ext. 116 or 502) in the main school building for processing. If you have any questions or concerns, please call the school office.

Yours in Christ,
Amy Allen
Principal