



# Saint Philip School

*“Teaching truth, building community and inspiring service.”*

618 Putnam Pike • Greenville, Rhode Island 02828 • Tel. 401-949-1130 • Fax 401-949-1141

[www.stphilipschool.com](http://www.stphilipschool.com)

## Registration Application 2012-2013

Please print clearly		1 <sup>st</sup> CHILD STUDENT INFORMATION	
Last: _____	First: _____	MI: _____	Gr. In Sept: _____
Home Address: _____ <small>Number and Street City State Zip Code</small>			
Home Phone: _____	Birth Date: _____	Gender: M _____ F _____	
Religion: _____	Parish Registered at: _____		
Baptism Date: _____	Church _____		
First Reconciliation Date: _____	Church _____		
First Eucharist Date: _____	Church _____		
Last School Attended: _____			
Address of school: _____			
Child lives with:	Both Parents _____	Mother _____	Father _____ Other (Please specify) _____
<b>SPECIAL CIRCUMSTANCES REGARDING CUSTODY OR VISITATION PAPERS (Y/N) _____</b> <i>*A copy of the custody document <b>MUST</b> be submitted prior to the start of school. Divorced or separated parents must file a court-certified copy of the custody section of the divorce or separation decree with the principal's office. The school will not be held responsible for failing to honor arrangements that have not been made known.</i>			
<b>U.S. Census Bureau Race/Ethnicity Reporting</b> – Child should be identified by category of which he/she is most characteristic. Please circle one option from each category.			
<b>Race:</b> (circle one) White American Indian/Native Alaskan Black/African American Native Hawaiian/Other Pacific Islander Asian Two or more races			
<b>Ethnicity:</b> (circle one) Hispanic or Latino Not Hispanic or Latino			<b>Town in which Taxes are paid:</b> _____

		2 <sup>ND</sup> CHILD STUDENT INFORMATION	
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Home Address: _____ <small>Number and Street City State Zip Code</small>			
Home Phone: _____	Birth Date: _____	Gender: M _____ F _____	
Religion: _____	Parish Registered at: _____		
Baptism Date: _____	Church _____		
First Reconciliation Date: _____	Church _____		
First Eucharist Date: _____	Church _____		
Last School Attended: _____			
Address of school: _____			
Child lives with:	Both Parents _____	Mother _____	Father _____ Other (Please specify) _____
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<b>Ethnicity:</b> (circle one) Hispanic or Latino Not Hispanic or Latino			<b>Town in which Taxes are paid:</b> _____



**FATHER / LEGAL GUARDIAN INFORMATION**

Last: \_\_\_\_\_ First: \_\_\_\_\_ Title (Mr., Dr.) \_\_\_\_\_  
 Home Address: \_\_\_\_\_  
*Number and Street City State Zip Code*  
 Home Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_ Office Phone \_\_\_\_\_  
 Place of Employment: \_\_\_\_\_ Occupation: \_\_\_\_\_  
 E-mail Address (please print clearly): \_\_\_\_\_

**MOTHER / LEGAL GUARDIAN INFORMATION**

Last: \_\_\_\_\_ First: \_\_\_\_\_ Maiden : \_\_\_\_\_ Title (Mrs., Ms., Dr.) \_\_\_\_\_  
 Home Address: \_\_\_\_\_  
*Number and Street City State Zip Code*  
 Home Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_ Office Phone \_\_\_\_\_  
 Place of Employment: \_\_\_\_\_ Occupation: \_\_\_\_\_  
 E-mail Address (please print clearly): \_\_\_\_\_

**CONTACT INFORMATION**

**U.S. Mail:** If student is not living with both parents, to whom and at what address should mail be sent.

Name: \_\_\_\_\_ Relation to student: \_\_\_\_\_  
 Address: \_\_\_\_\_  
*Number and Street City State Zip Code*

**Primary E-Mail:** Most information is sent home via email. Please provide us with the PRIMARY email address you would like us to use.

E-mail Address (please print clearly): \_\_\_\_\_

**Phone:** Please provide the preferred phone number to be used for early morning/late night phone notifications such as school cancellations. Most phone messages are sent out to ALL numbers. This is intended for calls that could disrupt sleep in the household.

Phone number: \_\_\_\_\_

**FINANCIAL RESPONSIBILITY (if other than both parents)**

Last: \_\_\_\_\_ First: \_\_\_\_\_ Title (Mr., Mrs., Ms., Dr.) \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 (If other than home address of student)  
 Billing Email Address: \_\_\_\_\_ Relation to student: \_\_\_\_\_  
 (If other than PRIMARY email above)

**TUITION RATES and FEES for 2012-2013**

Rates for 2012-2013 are:	Parish Tuition	Non-Parish Tuition	Fundraising Fee	*Registration Fee	8 <sup>th</sup> Only Graduation Fee
1 <sup>st</sup> & 2 <sup>nd</sup> Child	\$4,975.00	\$5,675.00	\$200.00/student	\$200 for K, \$150 Gr 1-8	\$175.00
3 <sup>rd</sup> plus children	\$3,975.00	\$4,675.00	\$200.00/student	\$200 for K, \$150 Gr 1-8	

**\*THE REGISTRATION FEE IS NON-REFUNDABLE**

\*\*Families that choose to pay tuition through the monthly SMART Tuition agree to pay their tuition in 10 equal payments beginning in May and ending the following February. If any payment is returned due to ISF, the family agrees that payment must be made directly to the school within 14 days. If payment is not received within 14 days, the school reserves the right to not allow the student to attend class. A \$40.00 SMART Tuition Fee will be charged to each account annually. This will be collected directly from SMART Tuition.

Families choosing the Full Payment Plan must pay tuition in Full by April 27, 2012. If payment is returned due to ISF, payment must be made to the school within 14 days. If payment is not received within 14 days, the school reserves the right to not allow the student to attend class.

**SIGNATURE**

I do hereby enter into agreement with St. Philip School that I, the undersigned parent/guardian, will comply with the school's rules, regulations and financial obligations. I have read the Spiritual/Financial Commitment and the Withdrawal Policy. I accept those decision made by the administration. I recognize that this is a binding contract.

I have enclosed a non-refundable registration fee of \$150.00 per child (Gr. 1-8) or \$200.00 per Kindergarten student. Please make checks payable to St. Philip School.

**SIGNATURE OF PARENT/GUARDIAN:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# St. Philip School Information Release/Acknowledgement

We are making an effort to add/update information to our administrative software program, as well as to streamline the beginning of the year packets that are very time-consuming to fill out and collect. To that end, we are including information below that normally goes home at the beginning of the year, and is now being made part of the registration process. These release forms will not come home on the first day of school as they have in the past. **Your signature here will be considered your acknowledgement for the 2012-2013 school year.**

## ST. PHILIP SCHOOL HANDBOOK ACKNOWLEDGEMENT

I have read the St. Philip School 2011-2012 Parent-Student Handbook, including the Computer/Internet Policy therein, and am willing to be governed by it. I am aware that the school/principal retains the right to amend the handbook for just cause. Parents will be given prompt notification if changes are made. Our current handbook may be found on our website at <http://www.stphilipschool.com/handbook.htm>. Any addendum to that handbook will be added to the school website for all to view. (All students in Grades K through 8 and all parents of students in Grades Pre-K through 8 must sign below.)

Student Signature \_\_\_\_\_ Grade \_\_\_\_\_

Student Signature \_\_\_\_\_ Grade \_\_\_\_\_

Student Signature \_\_\_\_\_ Grade \_\_\_\_\_

Student Signature \_\_\_\_\_ Grade \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

## PHOTO-VIDEO RELEASE FORM

Yes, I hereby give permission for my child(ren) to be photographed or videotaped during the 2012-2013 school year at St. Philip School. I understand that photographs may be published in the newspaper, a magazine, the school's website, the school Facebook page (coming soon) or other publication, and that photos and videos may be used for informational, educational, and promotional purposes regarding the programs or curriculum for St. Philip School and/or the Diocese of Providence.

Yes, I give permission, or  No photography or video

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

## FAMILY DIRECTORY INFORMATION

The St. Philip School PTO publishes a Family Directory for each year for distribution to St. Philip school families only. It includes student names, grades, addresses, telephone numbers, primary family e-mail addresses and parents' names; many families find this information helpful when planning birthday parties, arranging for carpooling, etc. Your family's information will automatically be included in this directory unless you check the red box and sign below.

Please **DO NOT** include my family's information in the St. Philip School Family Directory.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

# Saint Philip School

## 2012-2013 Spiritual Commitment

Every school has instruction as its fundamental purpose. St. Philip School, as a Roman Catholic institution, has a purpose that is unique. It exists to bring our children closer to Jesus and His Church. It nurtures their intellectual lives while instilling in them a sense of values and moral actions that are in conformity with the teachings of Christ.

Our goal of developing the spiritual and intellectual life of the student can never be attained without the cooperation of their parents. In a very real sense, the school and the home are working at cross-purposes if parents are not close to Christ and to His Church. It is absolutely essential, therefore, that parents give evidence of agreement with our goals by attending weekly Mass, frequenting the Sacraments, and living their Catholic faith in the circumstances of their lives.

## 2012-2013 Financial Commitment

Tuition alone does not cover the cost of educating your child at St. Philip School. In addition to tuition, the school receives a subsidy from the parish which last year amounted to \$48,000. With an increase in tuition for the 2012-2013 school year, a large portion of this year's subsidy has been designated for tuition assistance for those families that apply.

**For St. Philip Church Parishioners:** To maintain "Parishioner" status at St. Philip School, it is your obligation to contribute a minimum of \$12.00 per week (\$624.00), or pay the "Non-Parishioner" tuition rate for the current year.

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## 2012-2013 Withdrawal Policy

For families electing to pay tuition in full, payment is due April 27th. For families electing to use the SMART Tuition plan, there will be 10 withdrawals beginning on May 20<sup>th</sup> through February 20<sup>th</sup>.

All students enrolled as of April 1, 2012 will be considered enrolled for the entire 2012-2013 school year. Please advise the school office in writing, **before** April 1, 2012, if you intend on withdrawing your child or children from school.

As of April 1, 2012 the following early withdrawal policy will go into effect and money will be withheld on the following basis:

<b>Withdraw Before</b>	<b>Amount Withheld For Early Withdrawal</b>
April 1st	Registration Fee per student
May 1st	Registration Fee plus 10% per student's tuition
June 1st	Registration Fee plus 20% per student's tuition
July 1st	Registration Fee plus 30% per student's tuition
August 1st	Registration Fee plus 40% per student's tuition
September 1st	Registration Fee plus 50% per student's tuition
October 1st	Registration Fee plus 60% per student's tuition
November 1st	Registration Fee plus 70% per student's tuition
December 1st	Registration Fee plus 80% per student's tuition
January 1st	Registration Fee plus 90% per student's tuition
February 1st	Registration Fee plus 100% per student's tuition