

# ST MARY'S ELEMENTARY SCHOOL

2 St. Mary's Hill  
Lancaster, NY 10486-2033  
www.smeschool.com

Phone: (716) 683-2112  
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“...visible examples of gospel living”

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Dear Parents,

Thank you for your interest in returning to St. Mary's Elementary and choosing Catholic Education for your child! You truly are making a wise investment and we thank you for doing so. We look forward to continuing to learn and grow with your family.

Completed Re-Registration packets are due by April 15, 2018. It is very important that all forms and fees are returned as soon as possible, but no later than April 15<sup>th</sup>. Re-Registration after the April 15, 2018 deadline **DOES NOT** necessarily guarantee placement for your child next year. Re-registration is considered complete as of the date when all forms and fees are received. The same re-registration form can be used for all returning students in first through eighth grade.

A Verification of Parish Membership form, CTGP Form, needs to be completed if you are members of a parish without a school.

Please refer to the re-registration checklist below for all items to be returned with your completed Re-registration Form.

- \_\_\_\_\_ Proof of Residency (**2 mailed items to your residence with your name and address on it**)
- \_\_\_\_\_ Re-Registration Form
- \_\_\_\_\_ Textbook Request Form
- \_\_\_\_\_ Tuition Payment Contract
- \_\_\_\_\_ CTGP Form if applicable (for families who are members of a Roman Catholic Parish without a school)
- \_\_\_\_\_ Consent & Release Form
- \_\_\_\_\_ Service Hours Recommendation List
- \_\_\_\_\_ Health Authorization Disclosure Form
- \_\_\_\_\_ Uniform Policy Form (Please sign and return page 3 only)

The following Commitment fee is required at the time of registration. Commitment Fees provide for registration, book, and technology fees, HSA dues, and miscellaneous classroom supplies (disinfecting wipes, box of tissues, hand sanitizer, ream of paper, and a Note from Home Pad). **New for the 18-19 school year, all school supplies, and assignment notebooks are included in the Commitment Fees. The following items are NOT included: head phones, other technology items, and Middle School (grades 6-8) calculators.**

- \_\_\_\_\_ \$300 for one student Commitment Fee (Non-refundable/Non-transferrable). **Due by May 1, 2018**
- \_\_\_\_\_ \$475 for two students Commitment Fee (Non-refundable/Non-transferrable). **Due by May 1, 2018**
- \_\_\_\_\_ \$600 for three or more students Commitment Fee (Non-refundable/Non-transferrable). **Due by May 1, 2018**

**EARLY REGISTRATION COMMITMENT FEE DISCOUNT OF \$50 PER FAMILY IF REGISTERED BY MARCH 1<sup>st</sup>, 2018.**

Thank you for being a member of our school family.

Sincerely, Mrs. Kwitowski, Principal

01/24/18