

St. Patrick School
Montauk Hwy
Bay Shore, NY 11706

Tuition Policy

“Saint Patrick School is a parish community dedicated to our Catholic faith in which we teach, live and practice our gospel values in our everyday lives. We have created a caring atmosphere of love, respect and support through word, worship, community and service to others. The faculty of St. Patrick School views knowledge as the foundation that fosters the intellectual, social, personal and physical development of all students, nurturing their talents and abilities. It is our belief that each student has the potential to learn, the ability to meet our high standards and expectations and the opportunity to experience success.” – St. Patrick School Philosophy

St. Patrick School admits students of any and all races and affords all students, regardless of race, all rights, privileges, and opportunities to participate in all programs and activities generally afforded and made available to students at the School. The School does not discriminate on the basis of race in the administration of its education policies, scholarship and loan programs, and athletic and other School-administered programs.

At St. Patrick School, we are committed to the long term growth and improvement of our school. One of the ways we have been seeking to improve is the area of financial stability. The overall expense in providing quality education is surely a major challenge for all Catholic Schools. Over the years, tuition has increased each year at least 2% to help meet increased operating expenses. Tuition represents approximately 70% of the total revenue needed for School expenses. We realize that increases in tuition impacts all families. This policy has been established to help families familiarize themselves with the School’s policy on tuition payments and available resources for tuition assistance.

I. Tuition Payments

In order to meet the operating costs of our school, it is necessary to collect tuition in a timely manner. Families have the option of paying their tuition in one of the following ways:

1. **Full** payment of tuition, via **check or money order**, directly to FACTS by July 15th, with a 2% discount. No discount after July 15th. Bills are mailed June 1st.
2. **Full** payment of tuition, via MasterCard, VISA, or American Express, to FACTS directly by July 15th. No discount is available for paying in full by credit card. Bills are mailed June 1st.
3. A **monthly payment option (July-April)** through **FACTS Tuition Payment Plan**. Please note that there is a fee charged, by FACTS, to budget through FACTS. In addition, this option allows for the use of credit cards. FACTS accounts are activated June 1st.

If you elect to budget your payments through FACTS, you will authorize a specific payment amount to be paid on a predetermined date each month (5th or 20th) directly from your checking account, savings account or credit card. It is important to note that FACTS Management Company and St. Patrick School never have any direct access to your account. The automatic payment process is strictly controlled by banking

regulations to be confidential and limited to what you authorized. **Please note that this is THE ONLY OPTION for monthly payments.**

If your family should experience an unexpected financial crisis and be unable to meet the financial payment schedule that you selected, please contact the Business Office (631) 665-5184 as soon as possible. The FACTS plan is very flexible and can be adjusted if necessary.

If FACTS is unable to collect the tuition payment due to insufficient funds in your account, a second attempt will be made on the next scheduled FACTS date. For example, if you chose the 20th as the date to pay your tuition, FACTS will re-attempt on the 5th. If again, FACTS is unable to collect payment due to insufficient funds, a third attempt will be made on the 20th. If a family's payment is still not made after three consecutive attempts, their account is considered an **"at risk account" and is "in arrears"**. **"At risk accounts"** are handled the following way:

1. A phone call and a letter from the Business Office will be sent, advising of the need to set up a revised tuition payment plan, referred to as an acceptable payment plan. This must be done within 5 business days of the call or letter. Failure to comply could result in an immediate transfer of student/students. All payment plans must ensure that tuition is fully paid by June 5th.
2. Families who are in arrears in January, during the Re-registration process, will not be able to register until their account is brought current, or an acceptable payment plan has been established.
3. Families who have students in 8th grade will be required to have their tuition balance paid in fully, or an acceptable payment plan established, by April 30th, in order for their child to participate in Graduation Festivities.
4. Families, who have a balance as of the end of the School year, will not receive their final academic record, i.e. report card, until the balance is paid.

Again, we do understand that emergency situations arise. We need to hear from you immediately, if such a situation occurs.

II. Tuition Assistance

Tuition Assistance is available for families who want to send their child to St. Patrick School, but have limited financial resources and find it difficult to pay the full cost of the tuition. The following programs are available to families based on need.

A. Tomorrow's Hope Foundation

"The mission of Tomorrow's Hope Foundation is to ensure the excellence as well as the continuance of Catholic School's on Long Island by increasing awareness and by providing scholarship and program funding for the needs of students and schools." – **Mission Statement, Tomorrow's Hope Foundation.**

Tomorrow's Hope Foundation helps families with need based scholarships to help with the cost of Catholic Elementary School

How to Apply for Assistance:

Families who wish to be considered for need based scholarships must complete an application. Applications are available in English and Spanish, and can be obtained online at www.tomorrowshopefoundation.org.

Application for Tomorrow's Hope MUST be completed online utilizing a FACTS login. Tomorrow's Hope no longer accepts paper applications. If you do not have access to the internet or computer, please contact Tomorrow's Hope at 516-745-7611 and they will schedule an appointment to assist you.

The applications are available starting in February and must be submitted by **April 1st**. The application requires a copy of your current Federal Tax return and a small fee.

Each student chosen to receive aid will receive anywhere from \$500 to \$2000 for the School year. ***These Scholarships are for 1 year only and you must re-apply each year.***

B. St. Patrick School Assistance

St. Patrick School has established a Scholarship Assistance Fundy to help families who may experience a financial crisis during the year. Like Tomorrow's Hope, assistance is need based and for **one year only.**

How to Apply for Assistance:

Families who wish to be considered for Scholarship Assistance must complete an application. Applications can be obtained online at www.stpatrickbayshore.org, Business Office page or by contacting the Business Office – (631) 665-5184.

In order to be considered for assistance, families **MUST apply to Tomorrow's Hope first.** A copy of your award or decline letter from Tomorrow's Hope, along with a copy of your last Federal tax return must be submitted with your completed application. Completed applications should be returned to:

**St. Patrick Church
Attn: Deacon Greg Nardone
9 N. Clinton Avenue
Bay Shore, NY 11706**

All information obtained for consideration will be kept in the strictest confidence. Assistance is based on information obtained on application. All families who receive assistance through the St. Patrick School Scholarship Assistance are **required to apply for Tomorrow's Hope Scholarship for the following school term.**

Please keep this policy available during the year for reference. We know that unexpected situations can occur. It is important to contact us as soon as possible so that we can help you. The sooner we can respond, the more options we will have to offer.

We realize that families are making financial sacrifices to give their children the gift of a Catholic Education. We appreciate the opportunity to serve your family in the spiritual, academic and social development of your children.