



ST. JOHN THE BAPTIST
CATHOLIC SCHOOL | LONGMONT, CO

350 EMERY STREET
LONGMONT, CO 80501
303.776.8760

2020-2021 Academic Year

Hello, and welcome! We are happy you are considering a partnership with St. John the Baptist Catholic School for your child's education. A school/parent partnership is an integral part of your child's education at St. John's because we believe the best predictor of student success is the extent to which families encourage learning at home and involve themselves in their child's education.

Pope Benedict XVI once said, "A good school provides a rounded education for the whole person. A good Catholic school, over and above this, should help all its students to become saints." In addition to a strong partnership with our parent community, we continue the focus of building a strong foundation of faith in God and forming the whole child - mind, body, and spirit. This foundation began almost a hundred years ago when the Sisters of St. Francis founded our school.

We understand a Catholic education is a sacrifice for families who choose it for their children. Sacrifices such as eating out a couple of times a week or driving a car for a year or two longer can be small when looking at the rewards a Catholic education can be for both your child and your family. We keep tuition as affordable as possible to help aid you with the lifelong gift you will be giving your child in the form of Catholic education.

Above all, Christ is at the center of all we do here, and we invite you to join our school family as we strive to build God's kingdom. Please call us today at 303-776-8760 with your questions or to schedule a tour.

Blessings,

Kemmery Hill
Principal

Fr. Humberto Marquez
Pastor

St. John the Baptist Catholic School

2020-2021 REGISTRATION INSTRUCTIONS

On our St. John the Baptist Catholic School Tuition Contract for Kindergarten through Grade 8, please complete all information for SECTIONS 1 through 5. In SECTION 2, if the child is in Kindergarten, please indicate whether they will attend half day or full day. Kindergarten students may change from partial to full day class during the school year and tuition will be adjusted accordingly.

If you apply for and receive tuition assistance, our school office will make the necessary adjustments. You are responsible for regular payments until that time. Please see SECTION 4 of the Registration form if you plan to apply for financial assistance.

Tuition Rates for the 2020-2021 School Year

Kindergarten Affiliated Catholic: Kindergarten	Full Day	\$5,950.00	Half Day	\$3,605.00
Non-Parishioner:	Full Day	\$6,800.00	Half Day	\$4,240.00
Grades 1-8 Affiliated Catholic:	Full Day	\$5,950.00		
Grades 1-8 Non-Parishioner:	Full Day	\$6,800.00		

Non-Refundable Registration Fee Per Child

Register January 24, 2020, to February 28, 2020:	\$250.00 per child
Register March 2, 2020, to March 13, 2020:	\$325.00 per child
Register on or after March 14, 2020:	\$400.00 per child - no guarantee of placement

Family Discounts*

- 2 Children qualify for a 2% discount off full tuition
- 3 Children qualify for a 3% discount off full tuition
- And so on up to 7 children qualify for a 7% discount off full tuition

*Families receiving tuition assistance do not qualify for this discount.

Multi-student discount applies as long as you are registered with and participating in Faith Direct (see page 2 for further details).

2% early payment discount will be applied if tuition is paid in full by July 1, 2020.



SECTION 3 of our Registration and Tuition Contract asks you to select your payment option. Having all families enrolled with FACTS provides accuracy and timely accounting to best serve our school families. FACTS allows a one-time tuition payment, made by July 1, 2020, to be exempt from any processing fees. Additionally, you will receive a 2% discount on your total tuition bill. A semi-annual payment plan will qualify for a 1% discount. Payments are made in August and December.

A FACTS Tuition Management account must be set up for every family, even if you are paying in full with one payment. The materials enclosed with this Registration Packet give more details. If you already have a FACTS account, you do not need to set up another account. We will enter the new school year information, and you will receive an e-mail confirmation that your new payments are ready for the next school year. All FACTS agreements must be in place by June 1, 2020, or there will be a \$75.00 late fee.

SECTION 4 of the Registration and Tuition Contract concerns families with students in grades K-8 applying for tuition assistance. Tuition assistance may be applied for online at <https://online.factsmgt.com/signin/3D2CC>. Assistance is based upon family need and the availability of funds.



Questions regarding FACTS Management Company may be directed to Karla Morris in our school office by calling 303-776-8760 or e-mailing karlam@johnthebaptist.org.

SECTION 5 of our Registration and Tuition Contract explains our SCRIP program. Purchasing scrip is a successful way of providing an ongoing stream of revenue for our school but has virtually no impact on your budget. Our St. John's SCRIP program offers gift cards to a variety of grocery stores, restaurants, and retailers. Each merchant pays St. John's a percentage from the gift cards purchased. We ask each family to purchase \$3,600 in scrip from June 1, 2020, to May 31, 2021, which averages \$300 per month. If you are delinquent at the end of the school year your account will be assessed \$400. If you do not wish to participate in our SCRIP program, we ask for a \$400 SCRIP Assessment Fee for the year. Please call our school office at 303-776-8760 if you have any questions regarding this program.

SECTION 6 is a reminder of your Faith Direct account. We require that each family use a Faith Direct account to tithe. There is a Faith Direct Enrollment Form included in this packet. Faith Direct allows our families to contribute to our parish in a verifiable method on a weekly or monthly basis. Tithing to our parish is one factor in determining if your family will receive the Affiliated Catholic tuition rate.

SECTION 7 concerns receiving the Catholic Affiliated tuition rate. If you attend one of our many area Catholic parishes, we must have the signed Family Out-of-Parish Affiliation form returned to the school office by June 1, 2020, in order to receive the Affiliated Catholic rates. If your family is registered at St. John's and enrolled in Faith Direct, no form is needed. We will verify this information through our business office.

SECTION 8 concerns our Media Release Policy. Please be sure to read and sign page 8 of our packet.



Assurance Statement of Compliance with the purposes of Title IX Education Act

The Catholic schools of the Archdiocese, under the jurisdiction of the Archbishop, and at the direction of the Superintendent, attest that none of the Catholic schools discriminates on the basis of sex in its admission policies, treatment of students or its employment practices.

Notice of Student Non-Discrimination Policy

The Catholic schools of the Archdiocese of Denver under the jurisdiction of Archbishop Samuel J. Aquila, S.T.L., and at the direction of the Superintendent, state that all of their Catholic schools admit students of any race, color, national or ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the schools. Furthermore, Archdiocesan schools admit disabled students in accord with the policy on Admissions, 4.2.1. These schools do not discriminate on the basis of race, age, disability, color, and national or ethnic origin in the administration of their educational policies, employment practices, scholarship and loan programs, or athletic or other school-administered programs.

We encourage you to save these documents as a resource for future reference.



St. John the Baptist Catholic School

2020-2021 REGISTRATION AND TUITION CONTRACT

Grades K - 8

SECTION 1: PARENTS

Father First Name	Last Name	Home Phone	Cell Phone
Mother First Name	Last Name	Home Phone	Cell Phone
Billing Address, including City and Zip Code			
E-mail Address for Father		E-mail Address for Mother	
Religion	Parish	St. John's ID or Faith Direct #	
Closest public school in your district?		Who referred you to St. John's?	

SECTION 2: STUDENTS

Student(s) Name	Latino/ Hispanic	Ethnic Code	Sex M/F	Birth Date	Grade in Fall	Kindergarten Option	Office Use Only Tuition Amount
						Total Tuition	\$

Ethnic Codes: A=Native American/Alaskan B=Black M=Multiracial O=Asian P=Native Hawaiian/Pacific Islander W=Caucasian

FEE DUE UPON REGISTRATION

Register January 24, 2020 to February 28, 2020:	\$250.00 per child	_____ x \$250 =	\$ 0.00
Register March 2, 2020 to March 13, 2020:	\$325.00 per child	_____ x \$325 =	\$ 0.00
Register on or after March 14, 2020:	\$400.00 per child	_____ x \$400 =	\$ 0.00

****NEW THIS YEAR! Please charge my FACTS account for my registration fee.** Yes No

To guarantee placement, registrations must be received by March 13, 2020. Application fees are non-refundable.

Signature of this agreement indicates an understanding that this is a binding financial agreement. This contract is effective June 1, 2020. After this date, 30 days written notice is required to withdraw from this contract. I understand the application fee is non-refundable.

Parent's Signature	Date
Principal's Signature	Date
Pastor's Signature	Date
Business Manager's Signature	Date

This page is part of our School Registration and Tuition Contract and must be returned to our school office.

Please place a check mark to indicate that you have read and understood the programs and policies in effect at St. John the Baptist Catholic School. Thank you for entrusting us with your child's Catholic education!

SECTION 3: PAYMENT WITH FACTS TUITION MANAGEMENT

- All tuition payments must be set up with the FACTS Tuition Management by June 1, 2020.
- If you are not yet enrolled with FACTS, please select your tuition payment plan by visiting <https://online.factsmgt.com/signin/3D2CC>.
- If you pay in full on or before July 1, 2020, you will receive a 2% discount. To do this, you must be enrolled with FACTS.
- Delinquent Payments/Accounts
- A family with a delinquent account will be denied an application for the next school year until the account has been paid in full.
 - If a family with a child in the 8th grade has a delinquent tuition account, the tuition account must be paid in full by May 1, 2020, or the child will be denied participation in graduation activities.
 - If a family has any past due accounts owed to the school or if all required fees are not paid, the child's name will not be placed on a class list at the beginning of the school year.
 - St. John the Baptist Catholic School reserves the right to send a delinquent account to a collection agency for the payment at the parents' expense. A family whose account has been sent to a collection agency may not enroll at the school until all accounts are current.

SECTION 4: TUITION ASSISTANCE FOR GRADES K-8

St. John's is pleased to provide resources for those in grades K-8 wishing to apply for tuition assistance including FACTS Grant & Aid Assessment. To be eligible to apply for FACTS Grant & Aid Assessment, parents must meet the requirements for affiliated Catholic tuition. Financial aid must be applied for by April 3, 2020. Preschool is not eligible for tuition assistance. To apply for financial aid, please log in to your FACTS account at <https://online.factsmgt.com/signin/3D2CC>.

- We will apply for tuition assistance online through FACTS (information is included in this packet).
- We will NOT be applying for tuition assistance.

SECTION 5: SCRIP PROGRAM

Each family is asked to purchase \$3,600 of scrip annually from June 1, 2020, to May 31, 2021, which averages \$300 per month. If you are delinquent at the end of the school year, your FACTS account will be assessed \$400. In contrast to event-driven funding, all it takes for you to raise funds for St. John's is to acquire scrip for your purchases. Our St. John's SCRIP program offers a variety of grocery stores, restaurants, and retailers. If you do not wish to participate in our SCRIP program, you may opt out of the program by paying a \$400 SCRIP Assessment Fee.

- We will participate in the SCRIP program and buy a total of \$3,600 of scrip.
- We do NOT wish to participate in the SCRIP program and will pay a \$400 SCRIP Assessment Fee.

This page is part of our School Registration and Tuition Contract and must be returned to our school office.

SECTION 6: FAITH DIRECT

All St. John the Baptist School families are expected to do the following:

- Demonstrate regular and consistent participation in Sunday Mass throughout the year.
- Participate in parish life (activities, ministries, organizations, workshops, and individual sharing of time and talent).
- Make verifiable contributions through Faith Direct.

Electronic Giving via Faith Direct

Faith Direct is the innovative solution that allows you to support our parish using electronic funds transfer from either a bank account (checking or savings) or credit/debit card just as you may do now with your other expenses.

Steps to access Faith Direct and begin your electronic giving:

1. Access the Faith Direct website www.faithdirect.net.
2. Select the 'Give Now' button.
3. Enter SJB's code CO509.
4. Create your account by completing the requested information.
5. Once your account is created, you can choose to donate to the general Parish Offertory Fund, any one of our special funds, or the School Operations Fund.



Questions regarding Faith Direct may be directed to Karla Morris in our school office by calling 303-776-8760 or e-mailing karlam@johnthebaptist.org.



SECTION 7: AFFILIATED CATHOLIC

My family is registered with St. John the Baptist Catholic Church and I am enrolled in Faith Direct.

My family is registered with an area church and I will return the completed and signed Family Out-of-Parish Form to the school office by June 1, 2020.

I do not meet the requirements of an Affiliated Catholic and will be assessed at the Non-Affiliated rates.

This page is part of our School Registration and Tuition Contract and must be returned to our school office.

SECTION 8: MEDIA POLICY

Before the use of name, likeness, whether in still, motion pictures, audio or video recording, photograph and/or other reproduction of a student, including voice and features with or without name of student for any promotional purposes involving the Archdiocese of Denver or St. John the Baptist Catholic School and/or Parish, news or feature stories in any media or other purpose whatsoever, written permission for publication of this information must be secured from parents on an annual basis. This permission shall be kept on file for the length of the time the student is at the school (Appendix J, Sample Photographic and Interview Release).

Family name: _____

Please complete Parts 1, 2, and 3 by responding either "yes" or "no" to each. Then sign at the bottom to verify and return this document to our school office with your Registration and Tuition Contract. Thank you for your cooperation.

Part One:

This is to certify that I give my permission for my son/daughter to be photographed or videotaped by representatives of St. John the Baptist Catholic School and for the photos and/or videotapes to be used in St. John the Baptist publications, displays, or news releases.

Please circle one response: YES NO

Part Two:

St. John the Baptist Catholic School has its own website (school.johnthebaptist.org) and other social media sites including Instagram, Facebook, and Twitter in which information about the good news of our school is dispersed. Photos, videos, and student work are occasionally used, but the students involved are not identified by name.

I hereby agree to the use of my child's photo, video, and/or work as long as he or she is not identified by name. If my child is to be identified by more than just first name on the website, I understand that I will be asked to give explicit permission for this to be done on a case by case basis.

Please circle one response: YES NO

Part Three:

St. John the Baptist Catholic School publishes names of students who are, for example, honor students, First Communicants, Confirmandi, on a sports team, or graduates. Names are entered into our school newsletter and/or church bulletin. If photos accompany the news, students are not directly identified unless we have express permission from the parent.

I hereby agree to the use of my child's name if he or she is not identified in an accompanying photo.

Please circle one response: YES NO

Signature of parent: _____



FAMILY OUT-OF-PARISH AFFILIATION—2020-2021 ACADEMIC SCHOOL YEAR

St. John the Baptist Catholic School

350 Emery Street • Longmont, CO 80501 • 303-776-8760

The family out-of-parish affiliation form is used to determine if a family/parent/guardian qualifies for the affiliated tuition rate as a registered member of their parish. On an annual basis, the family out-of-parish affiliation form must be submitted by the family and signed by their pastor in order for the family/parent/guardian to receive the affiliated tuition rate. Parish affiliation is defined as families who are registered members of Archdiocese of Denver Parishes and whose children are enrolled in an archdiocesan elementary school, not in their parish of membership for kindergarten or a higher grade, or one of the two archdiocesan-operated high schools. These families are eligible to receive the affiliated Catholic tuition rate if they meet the following criteria:

1. The family has been registered in the parish for at least six (6) months.
2. The family verifiably contributes, according to their means, on a regular basis to the financial support of the parish.
3. The family attends weekend Mass regularly and is involved in the activities, organizations, or programs at the parish.

To be Completed by Family/Parent/Guardian on an Annual Basis

I/We are registered parishioners at _____ located in _____ .

Name: _____ Student Name: _____ Grade _____

Address: _____ Student Name: _____ Grade _____

_____ Student Name: _____ Grade _____

Phone: _____ Student Name: _____ Grade _____

I/We have read and understand the parish affiliation policy and criteria used to determine parish affiliation and qualifying for the affiliated tuition rate. I/We understand that the information provided is subject to verification. If it is determined that I/we do not qualify, I/we will be notified and agree that the tuition rate will be increased to the unaffiliated rate for the school year. I/We understand that all paperwork and associated confirmation of parish affiliation must be on file with the school on or before June 1, 2020.

Parent/Guardian Signature _____ Date _____

To be Completed by Parish Office on an Annual Basis

- This family is eligible to receive the affiliated tuition rate at St. John the Baptist Catholic School.
- This family is not eligible to receive the affiliated tuition rate at St. John the Baptist Catholic School.

If approved by the pastor, students in grades Kindergarten-8 qualify as Out-of-Parish Affiliated Students (OPAS).

Pastor Signature _____ Date _____

Comments _____

It is the responsibility of the local-level principal, pastor, and business manager to determine the internal process to track and validate "in-parish" affiliation.



It's Easy to Manage Your Tuition with FACTS.

Payment Plans for Every Kind of Life

FACTS Management is the nation's leading tuition payment plan provider for private and faith-based schools. We're honored to serve more than 6,500 schools nationwide—including yours.

How We Help Families

FACTS allows families to budget their tuition, making private school much more accessible and affordable. Our process is simple, convenient, and secure.

To get started: Visit your school's website, click the FACTS link or go to <https://online.factsmgt.com/signin/3D2CC> to create a customer profile, and set up a payment plan.

Frequently Asked Questions

Q. Is my information secure?

A. Yes. Your personal information, including payment information, is protected with the highest security standards in the industry.

Q. When will my payments be due?

A. Your payment schedule is set by your school, and your financial institution will decide the time of day your payments are processed.

Q. What happens when my payment falls on a weekend or a holiday?

A. Your payment will be processed on the next business day.

Q. What happens if a payment is returned?

A. Returned payments may be subject to a FACTS returned payment fee; watch for a returned payment notice for additional information.

Q. Who should I call if I have questions or concerns about my payment plan?

A. FACTS is available 24/7 at 866.441.4637.

Customer Care Representatives are available to assist you at 866.441.4637.

To learn more, visit us at online.factsmgt.com





Checklist for K-8 Families

All Families

- Completed and Signed Registration and Tuition Contract
- Registration Fee
- Completed Media Release Form
- Faith Direct Enrollment (make sure your Faith Direct Number is on your Registration/Tuition Contract)
- FACTS Enrollment and Selection of Payment Plan

All New Students

- Copy of Immunizations, Birth and Baptismal Certificates
- Copy of Transcripts from prior school(s) (1st-8th Grade only)

If Applicable

- Family Out-of-Parish Affiliation Form
- Optional FACTS Grant & Aid Assessment