



SAINT JAMES SCHOOL

ENROLLMENT FORM 2019-2020

A

Parent, Guardian, or Other Adult

If there are additional parent guardian(s) please duplicate this information and submit with application.

Relationship to student(s): Father Mother Stepfather
 Stepmother Uncle Aunt Grandparent Other

Last Name		First Name	
Address		Apt.#	
City	State	Zip Code	
Phone 1		Phone 2	
Email 1 (for communication)		Email 2	
Religion		Parish/Church	
Occupation		Employer	

B

Parent, Guardian, or Other Adult

If there are additional parent guardian(s) please duplicate this information and submit with application.

Relationship to student(s): Father Mother Stepfather
 Stepmother Uncle Aunt Grandparent Other

Last Name		First Name	
Address		Apt.#	
City	State	Zip Code	
Phone 1		Phone 2	
Email 1 (for communication)		Email 2	
Religion		Parish/Church	
Occupation		Employer	

C

Student Information

If there are additional student(s) please duplicate this information and submit with application

Last Name: _____ First Name: _____ Middle: _____
 Address (if different from above): _____
 Gender: Male Female Birthdate: ___/___/___ Place of Birth: _____
 Has this student received the Sacrament: Baptism Date: ___/___/___ Parish: _____
 Reconciliation Date: ___/___/___ Parish: : _____ 1st Communion Date: ___/___/___ Parish: _____
 Confirmation Date: ___/___/___ Parish: _____
 Grade to attend: _____ Prekindergarten: Half-day Full-day 2 days 3 days 4 days 5 days M T W Th F
 Will this student attend before-care: Yes No If yes, on which days: _____
 Will this student attend after-care: Yes No If yes, on which days: _____
 Is this student transferring from another school: Yes No If yes, provide prior school's name and contact information: _____

Student Ethnicity/Race (for statistical purposes): Is this student of Latino/Hispanic ethnicity? Yes No
 Race: American Indian Asian Black/African-American White/Caucasian
 This student lives with: Both parents Mother Father Stepmother Stepfather Other (specify): _____
 Has this student: Used an IEP or 504 Plan Received Title 1 services Been in a Gifted/Talented Program
 Been suspended or expelled Needed special physical or medical needs



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Address (if different from above): _____

Gender: Male Female Birthdate: ___/___/___ Place of Birth: _____

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Been suspended or expelled Needed special physical or medical needs

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D Additional Information

If there are additional sibling(s) please duplicate this information and submit with application

New Family to Saint James School Returning Family to Saint James School

Why are you choosing Saint James School for the Student(s)? _____

How did you hear about Saint James School: Website Newspaper Church Bullentin Parishioner

School Family (referral source) _____ Other _____

Does your family have any other siblings that are not school aged or are currently enrolled at a different school? If yes, list:

Last Name: _____ First Name: _____ Gender: Male Female DOB: ___/___/___

Last Name: _____ First Name: _____ Gender: Male Female DOB: ___/___/___

School where sibling(s) is enrolled: _____

The parent/guardian's signature on this application provides consent for parent/student information to be published in the school directory and for the en-rolled student(s)'s picture to be used in publications, school websites, or news releases generated by Saint James School unless the parent/guardian specifically indicates otherwise here:

Do not publish directory information No photo release

E Registration Fee and Agreement

Each family must submit a \$250 non-refundable enrollment fee in order to complete the registration process. This fee is not refunded if the family chooses to withdraw the application.

FINANCIAL AID: Families must submit the enrollment form and fee, and complete the FACTS registration before an application for financial aid can be considered. Please note that financial aid is not available for students in pre-kindergarten. Please understand that Saint James School has very limited funds available for financial aid. Accordingly, we ask that you prayerfully reflect on the amount of assistance that you need when completing the application, and not apply unless it is truly necessary so that we have enough aid to assist our neediest students or for families who experience mid-year difficulties due to family illness or death, job loss, or other financial hardship.



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Families should return all registration materials and fees together to the school office at:

Saint James School
25 Graham St. Biddeford, Maine 04005

We, the undersigned, certify that the information provided in this enrollment application is accurate and complete. Saint James School retains the right to cancel enrollment at any time if this application contains false or misleading information. Upon admission to Saint James School, we agree to comply with all the rules and regulations as set forth by Saint James School. In addition, we agree to cooperate and assist the administration, faculty and staff in promoting the mission, integrity and high spiritual, moral, and academic standards set forth by Saint James School. We acknowledge that Saint James School reserves the right to cancel enrollment at any time for reasons of academic, moral, or character deficiency as well as any actions detrimental to the Good Shepherd Parish or the faculty, administration, staff, facilities and name of Saint James School.

We have received a copy of and agree to abide by the "Tuition & Financial Responsibility Agreement for 2019-2020" and the "Tuition Assistance & School Subsidy Agreement for 2019-2020" (if applicable). Upon admission, the parent(s)/guardian(s) signing below accept financial responsibility for all tuition, fees, and charges on behalf of the named students. It is our obligation to make timely payments and we understand that late charges may be assessed to accounts in arrears. We further understand that if our account becomes severely delinquent, the Pastor, in consultation with the Principal and Superintendent of Maine Catholic School, may request the parent/guardian(s) to withdraw the student from the school, and that our student(s) may not be allowed to begin the next school year until the tuition account is brought current.

The signatures of both parent(s)/guardians(s) are required. In the case of divorce or separation, the parent(s)/guardian(s) signing below accept full financial responsibility.

Parent/Guardian Signature

Date

Parent/Guardian Signature

Date

Printed Name

Printed Name

FOR OFFICE USE ONLY:			
DATE RECEIVED: _____	AUTHORIZED INITIALS: _____	CHECK # _____	AMOUNT: \$ _____ Family ID: _____