

# Registration General Information 2024-2025

- **Registration Fees Due by April 26, 2024** – Some of the costs covered by Registration fees include diocesan assessments, student insurance, building maintenance, technology and administrative costs.
- **8<sup>th</sup> Grade Graduation Fee** - A \$100 Graduation Fee for students entering 8<sup>th</sup> grade is due at the time of registration.
- **Financial Assistance** – Financial Aid for tuition is available for **registered students**. Applications and supporting documentation are completed online and processed through **FACTS Grant & Aid Assessment**. **To apply for assistance for the 2024-2025 school year, log into your [FACTS SIS Family Portal](#) and click on the [Financial](#) tab in the menu on the left. Click on [Apply for Grant & Aid](#) in the Financial Links box. Applications and supporting documentation are due by [April 30, 2023](#).**
- Applications submitted **without the supporting documentation will not be considered for a grant**. Information provided to FACTS is confidential and reviewed by the Principal and Director of Finance. Awards are determined based on demonstrated need and award amounts are subject to the funds available. Funding for Financial aid is provided through the contributions of designated scholarships, bequests, the St. Clare Education Fund and the generosity of individual donors. For information and instructions regarding the application process, **please see the [FACTS Financial Aid Information flyer](#)**. **Financial assistance is not given for extension.**
- **[Parents applying for financial assistance are required to complete all steps and return Registration Forms with payment, by April 26, 2024](#)**. Modifications to the **FACTS/Financial Agreement** will be made if assistance is granted. Families granted an award will be notified no later than **May 31, 2024**.
- **[Registration Fee Discount 25 Service Hours Completed](#)**– Families who complete **25 Family Participation Hours** of service for the current 2023-2024 school year are eligible to receive a **[\\$100 Registration Fee Discount per returning student](#)** for the 2024-2025 school year. **The Registration Fee Discount does not apply to new students or entering siblings. [PLEASE BE SURE TO ENTER HOURS](#) through your [FACTS Family Portal](#). The school needs a paper trail to justify your discount.**
- **[Registration Fee Discount Projected 25 Service Hour Completion](#)** – Families may be granted the Registration Fee Discount based on **projected** completion of the 25 service hours. **Projected hours must be completed and recorded by May 31, 2024 (last day of school)**. Families granted the discount based on projected completion who do not meet the 25 service hour requirement by May 31, 2024 will have **[the discounted amount of \\$100/student added to the August 2024 FACTS installment payment](#)**. **Families who have paid their tuition in full will have the discounted amount billed to their [FACTS account payable in August](#)**.
- **[Reporting Hours](#)** - Families are responsible for **reporting their hours online through their FACTS SIS account**. Reported hours are verified by the Administration. If the completion of hours is **divided between parties**, both parties must have a **[combined total of 25 service hours reported in order to be eligible](#)** to receive the Registration Fee discount. **(Please see the school website for instructions on how to report hours)**
- **[Registration Fees are Non-refundable](#)**