

# School of Religious Education

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St. Francis Xavier Parish  
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March 2017

Dear Parent(s),

Enclosed you will find the **Registration Materials** needed for the **2017-2018 School Year for Religious Education**. Registration at this time is for families who are currently enrolled in our program. Therefore, the registration process for returning families/students is simple. Please complete the form and include the name of your child(ren) who will be in our program next year in Kindergarten through Eighth Grade. If your child will be a freshman next year, you will receive more information regarding **Quest** and Youth Ministry throughout the summer months. **DO NOT include your upcoming freshman on the enclosed registration form.**

Please indicate **in order of preference (1,2,3)** the session **MOST CONVENIENT** for your family calendar/schedule. Sessions and classes will be filled on a first come first serve basis. Therefore, **it is important that you return the registration form and tuition as soon as possible, but no later than March 22.** The registration process for new families/students will begin on March 23. This will allow us to better plan for next year. **Please note that there will be a limited number of enrollments accepted for Sunday and Wednesday afternoon session for 7th & 8th grade.**

Having currently enrolled families/students re-registered by March 22 will help us to facilitate class sizes, catechist placement, and book/supply ordering. Please help us by returning your registration form, tuition, and volunteer form either by mail (a self addressed envelope has been included) or drop it off at the rectory or Religious Ed office by the above date. **Classes will close after we reach our capacity, so please return your form IMMEDIATELY if you would hope to get your first choice.** You will be notified by the end of June that your registration has been received. Specific class assignment information will be sent in early September. **Any returning family who has not re-registered by May 31st, will have an additional \$50.00 "Late Fee" added onto your tuition to help cover the cost of additional ordering of materials. Also, any changes that are made after August 31<sup>st</sup> will incur an additional \$25.00 "Processing Fee".** I thank you in advance for your cooperation with registration.

A **Volunteer Sheet** is enclosed and also needs to be returned by each family. Your support of this program through your many volunteering efforts is important and greatly appreciated. We will be happy to complete the volunteer form for you to meet our needs, if you do not have a preference of volunteer work or time. Please note that an **online background check** and **attendance at Protecting God's Children Training** is mandatory for some areas of volunteering.

Sincerely,



Terri Simeoni

Coordinator of Religious Ed

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