CSDV018
Revised January, 2008

Nazareth Academy SCHOOL
REGISTRATION FORM/NEW STUDENTS

DATE _____

STUDENT _____ BOY_____ GIRL _____ AGE_____
LAST FIRST MIDDLE

D.O.B. _____ SSN _____ U.S. CITIZEN _____ COUNTRY OF BIRTH_____
M/D/Y

HOME ADDRESS _____
STREET CITY ZIP CODE

LANGUAGES SPOKEN AT HOME _____ PHONE #_____

STUDENT'S RELIGION _____ CHURCH ATTENDING _____

FATHER'S NAME _____ SINGLE ☐ SEPARATED ☐ MARRIED ☐ DECEASED ☐ REMARRIED ☐ DIVORCED ☐

OCCUPATION _____ RELIGION _____

BUSINESS ADDRESS _____ PHONE # _____

FATHER'S EDUCATION: HIGH SCHOOL ☐ COLLEGE ☐ BACHELOR'S DEGREE ☐ ADVANCED DEGREE ☐ OTHER ☐

MOTHER'S NAME _____ SINGLE ☐ SEPARATED ☐ MARRIED ☐ DECEASED ☐ REMARRIED ☐ DIVORCED ☐

OCCUPATION _____ RELIGION _____

BUSINESS ADDRESS _____ PHONE # _____

MOTHER'S EDUCATION: HIGH SCHOOL ☐ COLLEGE ☐ BACHELOR'S DEGREE ☐ ADVANCED DEGREE ☐ OTHER ☐

GUARDIAN _____ RELATIONSHIP TO STUDENT _____

ADDRESS_____ PHONE # _____

STUDENT'S LEGAL ADDRESS _____
STREET CITY ZIP CODE

NUMBER OF CHILDREN IN FAMILY: _____ BOYS _____GIRLS SIBLING RANK _____

PUBLIC SCHOOL DISTRICT TO WHICH CHILD BELONGS _____

PUBLIC SCHOOL WHICH STUDENT WOULD ATTEND _____

DISTRICT NUMBER _____ COUNTY _____ DATE OF ENTRY _____

ENTERING GRADE _____ TRANSFERRED FROM _____

	BAPTISM	FIRST COMMUNION	CONFIRMATION
CHURCH			
DATE			
CITY/STATE			

ADDENDUM TO THE REGISTRATION FORM

Describe any tutoring or special education programs the child is receiving or has received.

_____

_____

_____

Describe any special needs of the child of which the school should be aware. (Educational, health, etc.)

_____

_____

_____

Names of children in the family and name of school each attends.

Name	School
Name	School
Name	School
Name	School

_____

Parent / Guardian Signature

HEALTH QUESTIONNAIRE AND PERMISSION FOR TESTING PROGRAMS

Student _____ Birth Date _____ Phone _____
Last Name First Middle

Physician _____ Phone # _____

Dentist _____ Phone # _____

Please provide a date for any illnesses your child has had.

ILLNESS	DATE		ILLNESS	DATE
Allergy (specify type-food, airborne, etc.)			Rheumatic Fever	
Asthma			Scarlet Fever	
Back Injury			Serious Injury	
Chicken Pox			Surgery	
Diabetes			Tonsillitis	
Epilepsy			Tuberculosis	
Head Injury			Whooping Cough	
Hearing Loss			Vision Loss	
Measles				
Pneumonia			Other	

If your child has any other health conditions that require special attention, needs or medication, (ADHD, migraines, etc.) please indicate below:

_____

_____

IMMUNIZATION DOCUMENTATION: According to the Texas Department of Health guidelines, any document will be acceptable, provided it has been **validated by a physician or public health personnel.**

PERMISSION FOR TESTING PROGRAMS

Permission is given on this date _____, for my child _____ to participate in the Health Program at Nazareth Academy School, to include VISION, HEARING, DENTAL, A. N., and SCOLIOSIS SCREENING. This permission continues in effect until revoked.

Parent or Guardian Signature _____ (Form HQ-2)

NAZARETH ACADEMY

206 West Convent
Victoria, Texas 77901
(361) 573-6651

REQUEST TO RELEASE SCHOOL RECORDS

Former School:

_____

_____

_____

Dear Registrar,

Please send a copy of the cumulative academic record, attendance record, test results, immunization records, social security card, birth certificate, current grades, information if the student was in any special classes, and anything else that may help determine the needs of the child / children listed below:

Name	Grade	Date of Birth

I understand that the information thus obtained will be treated in a confidential manner and that this information will be used to plan an educational program for my child / children.

_____ _____

Signature of Parent Date

Please note: According to the Final Regulations Family Educational Rights and Privacy Act (Buckley Amendment), dated June 17, 1976, it is no longer necessary to obtain written consent to release records between schools. It states that school officials, including teachers within the educational institution and officials of other schools in the school system in which they may intend to enroll, may receive a student's records without a written consent for release.

CSDV018
Revised January, 2008

School: _____

Dear Parent:

Each year the Office of Catholic Schools as well as each individual school is required to provide information to the National Catholic Education Association pertaining to the racial/ethnic demographics of our students. It is not the place of school officials to designate individuals. It is appropriate that parents designate the one category among those listed below that best describes their family background. Please assist us by providing the required information on this form.

Thank you for choosing to educate your child/children in a Catholic school in the Diocese of Victoria.

Sincerely,

John E. Quary
Superintendent of Schools

- ☐ **Asian:** identifies as having origins in Far East, Southeast Asia or Indian Sub-continent: (Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, Philippines, Thailand, Vietnam, etc.)
- ☐ **American Indian/Native American:** identifies as one of the two classifications of native Americans
- ☐ **Black/African American:** identifies as black whether from the U.S., Africa or other parts of the world
- ☐ **Hispanic:** identifies as of Hispanic origin
- ☐ **Native Hawaiian/Other Pacific Islander:** includes native Hawaiians living anywhere in the U.S. (but not non-Hawaiian residents of Hawaii); also includes other Pacific Islands: Guam, Samoa, Fiji, Micronesia, Polynesia
- ☐ **White:** Caucasian from any part of the world (including Middle East) that does not identify as one of the other groups
- ☐ **Multi-racial:** person belongs to more than one racial group

Family Name: _____

Names of children enrolled in this school:

_____

_____

_____

_____

_____

NAZARETH ACADEMY SCHOOL
REGISTRATION/TUITION INFORMATION
2010 – 2011

REGISTRATION DATE:

March 2, 2010 For All Students Currently Enrolled in the School, New Pre-K3, and New Students Who Have Completed an Interview

REGISTRATION FEE: $75 per student (All Students) – Due March 2, 2010 – This fee is **non-refundable.**

GRADUATION FEE: $35 per 8th Grade student – Due March 2, 2010 at Registration

CURRICULUM FEE: $335 per student (Pre-K4 through 8th Grade) – Due May 1, 2010

This fee may be paid in installments, however, must be paid in full by May 1, or may be included with tuition financing. **This fee is non-refundable after May 1, 2010.**

TUITION – Due July 1, 2010*

Pre-K3

1 Child.....$3,805.00 (Full-day 8:00 am-3:30 pm)
$2,000.00 (Half-day 8:00 am-11:30 am)-will be offered if there are at least 10 students enrolled.

($200 is due by May 1, 2010 to reserve seat in class-non-refundable.)

Pre-K4 through 8th Grade

1 Child..... $3,170.00
2 Children..... $6,023.00
3 Children..... $8,797.00
4 Children..... $11,412.00

*Tuition is payable by July 1, 2010, in full, or is financed through First Victoria Bank. This year the rate is 6.25%. **Loan Applications are due at REGISTRATION and Loans must be signed by May 1 in order to have a seat in the class.**
There will be a $50 processing fee charged and payable to the school, for any loans being changed.

OPTIONAL FEES

Sports Fees (Payable at the time of each sport)

A.	Football	$35
B.	Volleyball	$25
C.	Basketball	$25
D.	Track	$15
E.	Softball	$20
F.	Soccer	$20

Required Documents For 'New' Students

1. A copy of the Official Birth Certificate
2. A copy of the Social Security Card
3. Immunization Records validated by a physician or public health official
4. A copy of the Baptismal Certificate (if Catholic)

2010 – 2011 NAZARETH ACADEMY REGISTRATION

PARENT/GUARDIAN NAME _____ PHONE _____

ADDRESS _____ CITY _____ ZIP _____

STUDENT NAME	GRADE IN 2010-2011
_____	_____
_____	_____
_____	_____
_____	_____

Registration Fee, $75 per child
(Due March 2 – Non-refundable)

Date Pd _____
Amount _____
Cash/Ck. # _____

Graduation Fee, $35 per child
(8th Grade Students Only, Due March 2)

Date Pd _____
Amount _____
Cash/Ck.# _____

Curriculum Fee, $335 per child
(Due May 1 or May Be Financed)
(Pre-K4 through Grade 8)

Date Pd _____
Amount _____
Cash/Ck.# _____

Tuition, to be paid in full by July 1, or financed through FVB @ 6.25%

Pre-K3: 1 child **$3,805.00** (Full-day until 3:30 pm) or
$2,000.00 (Half-day until 11:30 am)-will be offered if there are at least 10 students enrolled
($200 Due by May 1 to hold seat – Non-refundable)

Pre-K4 through 8 Grade:

1 child	**$3,170.00**
2 children	**$6,023.00**
3 children	**$8,797.00**
4 children	**$11,412.00**

Will be paid in full by July 1 or ___ **(Check one)**
Will be financed thru FVB ___
(Loan Appl. Due at Registration)

Amount Financed _____

Date Pd _____	Date Pd _____	Date Pd _____
Amount _____	Amount _____	Amount _____
Cash/Ck.# _____	Cash/Ck.# _____	Cash/Ck.# _____

_____ Our family requests a tuition assistance application. (Kindergarten through 8th Grade)

NAZARETH ACADEMY

206 West Convent
Victoria, Texas 77901
(361) 573-6651

Dear Parents,

The prepaid tuition plan will again be used for the 2010– 2011 school year. Only the curriculum fee may be included along with the tuition in the plan, at the parent's discretion. Briefly, the plan consists of the following:

1. The tuition for each student will be paid in full by July 1. Parents have three options by which this requirement can be fulfilled:
   a. Pay the full amount up front by July 1.
   b. Pay part of the full amount and finance the remainder.
   c. Finance the entire amount.

   If you make a down payment on your tuition (and curriculum fee), both your monthly payments and the interest on your loan will be lowered. This information ***must*** be included on your application.

2. The school has arranged financing with First Victoria Bank at the very special rate of 6.25%.

3. The length of the note will be ten (10) months and monthly payments will be made directly to the bank.

   Installments begin either July 15 or August 1 and reach maturity either April 15 or May 1. This information ***must*** be included on your application.

4. All parents automatically qualify for the loan. The bank will not perform any credit checks.

5. If you plan to finance tuition (and curriculum fee), loan applications enclosed are to be completed and returned to the school along with your registration form. These will be forwarded to the bank for processing. The bank will prepare loan papers according to the information provided on your application. No revisions will be made to these papers. The loan papers will be mailed to parents by the bank for signatures **unless you are a new loan customer and do not have an active account with First Victoria Bank**. Loan customers new to First Victoria Bank will receive a letter requesting that they personally come into the bank in order to comply with the requirements of the USA PATRIOT ACT. Please see the letter from First Victoria Bank enclosed in this packet. You will not be asked to come to the school to sign loans. Please sign both forms and send back to the bank promptly.

6. If a student withdraws prior to completing the school year, a refund will be made for those months the student misses.

7. The policy for delinquent payments is included in this packet.

"We wish to acknowledge our appreciation to First Victoria Bank for providing the low rate financing, and hope our families realize the great service this program provides to our families and our school."
Scott Kloesel

POLICY FOR DELINQUENT TUITION/LOAN DEFAULTS

The tuition at Nazareth Academy is payable in advance of each school year in cash or through an arrangement with the local bank for loans to parents. The bank is protected from loss on these loans with the requirement that the school pay off any tuition loan should it become 60 days delinquent (three payments past due). As the school is placed under serious budgetary pressures in paying the bank for delinquent loans, the following policy has been formulated.

It is understood that unavoidable circumstances may arise for parents that cause delinquent payments to exist. Nazareth Academy wishes to be as accommodating as possible to any parents who suffer financial hardships and sincerely want to pay the tuition and continue their child's Catholic education at Nazareth Academy. Any parent finding himself/herself in this situation should notify the bank at once and make arrangements directly with the bank. The business manager at Nazareth Academy will receive copies of all of the bank's correspondence with the parents.

Should the tuition loan payment approach sixty (60) days late, the parents will be contacted by phone and/or letter requesting an immediate conference with the business manager and/or principal to resolve the problem. Should the tuition loan be charged back to Nazareth Academy, acceptable arrangements must be made in writing for repayment of the monies owed. If the agreed upon plan for promise of payment is broken, the school, depending on the circumstances, may dismiss the child from Nazareth Academy. No child will be accepted for registration for the new school year if there is tuition or penalties still owed unless satisfactory arrangements are made in advance with the business office and/or principal.

Signature*_____Date_____

*The signature on this document must be that of the person signing the loan.

2010 - 2011
PREPAID TUITION LOAN APPLICATION FORM

This form should be completed on registration day for all who plan to finance through FIRST VICTORIA BANK. *THIS FORM IS DUE AT TIME OF REGISTRATION*. Turn this form in to the School.

****Name**_____ **SS#**_____

Home Phone_____ Business Phone_____

Address_____

City _____ State _____ Zip_____

Employer_____ Occupation_____

PAYMENT INFORMATION

Amounts to be Financed:

Pre-K3: Tuition: 1 Child (full-day) = $3,605.00* or _____
Tuition: 1 Child (half-day)= $1,800.00*
(*This is less the required $200 down payment that is due by May 1.)

Pre-K4 through 8th Grade:

Curriculum Fee: $335.00 per Child _____

Tuition: 1 Child = $3,170.00 _____

Tuition: 2 Children = $6,023.00 _____

Tuition: 3 Children = $8,797.00 _____

Tuition: 4 Children = $11,412.00 _____

Total Amount Due: _____

TOTAL AMOUNT TO FINANCE: _____

DATE OF NOTE PAYMENTS (Check one)

_____1st of Month (Begin August 1) _____15th of Month (Begin July 15)

METHOD OF PAYMENT (Check one)

_____ Automatic charge of 1st Victoria Bank Acc#_____ @ 6.0%

_____ Payment booklet issued by 1st Victoria Bank @ 6.25%

**** SIGNATURE**_____

****NOTE:** The name and social security number appearing on this sheet must be the person who will actually sign the note.

Victoria National Bank

IMPORTANT INFORMATION FOR NEW LOAN CUSTOMERS

Federal regulations require ALL financial institutions to VERIFY and RECORD identification information from ALL persons opening a new account or loan. No financial institution can waive this requirement.

Minimal required identification information will include:

- Full Name
- Address
- Date of Birth
- Social Security Number
- Identification, as approved (unexpired government-issued driver's license or ID evidencing residence, and bearing customer's photograph and signature)

If you do not have an active account (checking, savings, CD, or loan) with First Victoria Bank when your tuition loan is processed, you will need to personally come into the bank so the identification information can be obtained and recorded by bank personnel.

First Victoria Bank apologizes for any inconvenience this may cause you. However, we are compelled by federal law to comply with all facets of the USA PATRIOT ACT to assist in preventing illegal and/or fraudulent banking activities.

Thank you for your cooperation and assistance. If you have any questions, please call me at (361) 574-3205.

Jo Anne Georgie

Jo Anne Georgie
Branch Loan Officer, Colony Creek Branch
First Victoria Bank

CAFETERIA INFORMATION
2010 - 2011

The cafeteria will be serving hot meals daily beginning with the first day of school.

LUNCH AND SNACK TICKETS: Nazareth Academy's Business Office is responsible for the collection of cafeteria lunch and snack purchases. Cafeteria Fee Envelopes will be available in the school office or with your child's teacher. Simply fill out the envelope and include your cash or check for the total lunches and snacks purchased for your child, and turn it in at the cafeteria table in the office foyer each morning before school.

NOTE: Student lunch and snack tickets will not be sold after 8:15 a.m. or during cafeteria lunch periods. Purchases must be made between 7:30 a.m. and 8:15 a.m. The price of the student lunch is $2.50 and snacks are $.50 each.

You have the option of purchasing the following:

1. Student Lunches - $12.50 per week/five school days, white or chocolate milk included
2. Student Lunches - $25.00 bi-weekly/ten school days, white or chocolate milk included
3. Student Lunches - $50.00 monthly/twenty school days, white or chocolate milk included
4. Snack Ticket - $2.50 Ticket for 5 snacks
5. Snack Ticket - $5.00 Ticket for 10 snacks
6. Snack Ticket-$10.00 Ticket for 20 snacks
   Snacks include orange juice, milk, water, ice cream, extra pizza, and pickles
7. Adult Lunches - $3.00 (Water or juice, 50¢ extra)

Checks are to be made payable to NA Cafeteria. Please do not include non-cafeteria fees in your check.

According to our guidelines, neither students nor adults are to bring in or consume "fast foods", including carbonated drinks, in the cafeteria during lunch hours.

If you believe your child may qualify for free or reduced lunches, an application form will be included in the August newsletter mailed to your home, or may be obtained from the school office. We strongly urge you to consider this program.

The cafeteria participates in the "Offer-versus-Serve Program" set up by the National School Lunch Program and the DHR. Students in Grades 4K – 8 may choose from four of the five food components that make up the lunch: meat or main dish (must take the entree), vegetable, fruit, bread, and milk. They must choose at least two of the four optional components (in addition to the entree) to make up their lunch.

REFUNDS: All refunds must be requested in advance and picked up by the parents from the school office before the last day of the 2010 – 2011 school year. Refunds will be given only to parents. If a child is withdrawn during the school year, refunds may be requested at that time.

Attention Volunteers

KEEPING OUR CHILDREN SAFE

Administrators, teachers, staff, and volunteers in our school must uphold Christian values and conduct. In addition to following the Gospel and its mandates, relationships with students at all times are to be experienced as charitable and without intention to do harm or allow harm to occur.

The Diocese of Victoria has adopted a set of procedures to ensure a 'Safe Environment' for all minors in the churches and Catholic schools of the Diocese. **All employees and volunteers** who have contact with minors must complete the three parts of the Diocese of Victoria's Safe Environment Program **before employment or volunteering**. The three steps to compliance are:

1. Complete an online application and background check process and be approved to work/volunteer by the diocese and the school. The online application can be found on the Victoria Diocese site at www.victoriadiocese.org. There is an $8.00 fee for the background check.

2. **Attend** an orientation session regarding the "Code of Pastoral Conduct" and the "Policy Regarding Sexual Abuse of Minors". These sessions are conducted by the catholic schools and parishes of our diocese periodically throughout the school year. The dates, places, and times of SAFE-CPC classes are posted online at the above website, or you may call Nazareth Academy at 573-6651 for more information.

3. Attend one of the child abuse awareness and prevention classes presented by Hope of South Texas, within 90 days of the completion of the on-line application/background check. Sign up in the school office

Parents,

Please consider completing the above requirements as set forth by the Diocese of Victoria. While the school is always happy to accept the services of volunteers, we are not able to do so if the volunteer is not in compliance. Volunteering includes chaperoning/driving for classroom field trips or extra-curricular activities, monitoring in the cafeteria during lunch, assisting teachers in the classroom, or any other activity with the students.