



St. Clare Catholic Academy
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February 2017

Dear Parents,

Although the school year is still underway, we are in the midst of planning for the 2017-2018 school year. I would like to extend an invitation to your child to enroll at St. Clare Catholic Academy for the 2017-2018 school year.

Current families will have the opportunity to re-register their child from Feb. 6th until April 15th 2017. If a child registers between Feb. 6th through Feb. 10th that family will receive an early re-registration discount as reflected in the financial policy. Any re-registration received after Feb. 10th but before April 15, will be charged the full re registration fee. **Any current family, who re registers after April 15th, 2017, will be considered a new registration and charged accordingly.**

As a courtesy, siblings of current students and students attending our Pre-K for All Program, who wish to apply at SCCA, may begin on Feb. 6th. Since, they are not a current student of the SCCA, it is not considered a re registration, therefore, there is no discount in the registration fee.

On February 13, 2017, both re registration and new registrations will be accepted until a class has reached its capacity.

In order for a child to be considered re registered, the following forms must be completed and returned to the main office along with the appropriate re registration fee: (Please refer to the Financial Policy)

- Re-Registration
- St. Clare Catholic Academy Contract
- Income Survey for E-rate Program
- Financial Policy

These forms can be downloaded from Option C or our Website. If you are in need of a Hard Copy, please contact the office and copies will be sent home.

Tuition accounts must be current in order for your re-registration to be accepted.

It is my hope to increase awareness of our Academy to the community and I am asking for your help. Each family is asked to spread the word to family and friends about St. Clare Catholic Academy. If a new family that you recommended registers and remains at St. Clare Catholic Academy in good financial standing, as a thank you, you will receive a one-time credit of \$200.00 on your March 15, 2018, payment for the 2017-2018 school year. For those who have paid in full, you will receive a check for \$200.00 for bringing a new family to St. Clare Catholic Academy. Please remind your friends or family when they register to give your name at the time of registration.

We have been fortunate that tuition has not been raised in two years. However, with the rising costs and the plans to further improve SCCA, the Board of Directors have voted to raise the tuition only \$100 per student which still makes SCCA one of the lowest tuition based schools throughout Southeast Queens.

Financial assistance is available. I strongly recommend every family to apply. Go to www.mytads.com/fa/futuresineducation to apply. If you need assistance in applying, please contact Mrs. Pinnock and she will gladly walk you through the process.

Thank you for your continued support.

Sincerely,

Mrs. Mary Rafferty-Basile
Principal

Mrs. Deanna Maynard
Assistant Principal