



To: Jordan Parents of Students in Preschool and Grades K-7.
From: Daniel L. Lievens, Administrator
Date: February 4, 2008

Re: REGISTRATION FOR RETURNING STUDENTS ENTERING PRESCHOOL, KINDERGARTEN, AND GRADES 1-8 FOR 2008-09

As a Jordan parent, you have the opportunity to register your child(ren) for Preschool, Kindergarten, and Grades 1-8 for the upcoming 2008-09 school year. **STUDENTS WILL BE PLACED IN A CLASS ON A FIRST COME FIRST SERVED BASIS.** A waiting list will be created, if necessary.

To register your child(ren) complete the form at the bottom of this page and return it to the Administrative Office, along with your non-refundable tuition deposit of \$85 per family, no later than **MONDAY, March 31ST**. This non-refundable deposit, which is applied to next year's tuition, will allow students to be placed on a class list. A commitment is needed from each family to determine class size and staff for the 2008-09 school year. **ALL STUDENTS MUST HAVE A PAID REGISTRATION FORM ON FILE IN THE ADMINISTRATIVE OFFICE.**

Should any class enrollment fail to meet the recommended minimum amount, the Pastor's Board and the Commission on Education for Jordan Catholic School will reconsider class size.

When we receive your registration form and the \$85.00 per family tuition deposit we will place your child on a class list for the 2008-09 school year.

PLEASE NOTE:

- The tuition deposit for Preschool, Kindergarten, and Grades 1-8 is \$85.00 per family. This one tuition deposit registers your children for all grade levels.
- **AN ADDITIONAL \$50.00 non-refundable LATE FEE will be charged to current Jordan families who FAIL to register and make the \$85 tuition deposit by MARCH 31ST.** The late fee will not be applied to tuition or to the end-of year tuition statement for tax-deduction purposes.
- A new student registration form needs to be completed for students who did not attend Jordan this past school year. New students' registration forms can be obtained from the Administrative Office.
- **TUITION ASSISTANCE/FINANCIAL AID APPLICATIONS** must be **COMPLETED AND RETURNED** to the Administrative Office by June 2, 2008 to be given priority status. Late applications will be considered IF funds are available.

2008-09 RETURNING STUDENT REGISTRATION FORM FOR PRESCHOOL, KINDERGARTEN, AND GRADES 1-8

FORM NEEDS TO BE RETURNED WITH THE \$85.00 NON-REFUNDABLE TUITION DEPOSIT PER FAMILY BEFORE STUDENTS CAN BE PLACED ON A CLASS LIST. **DATE DUE – MONDAY, MARCH 31ST \$50 / LATE FEE APPLIES AFTER MARCH 31, 2008**

I am registering the following **returning students for 4 year-old Preschool through Grade 8** for the 2008-09 school year at Jordan Catholic School:

STUDENT'S NAME	2008-09 GRADE
_____	_____
_____	_____
_____	_____
_____	_____

Parent Name _____ Phone _____
Address _____ City / State / Zip _____