



1223 Church Road  
St. Paul, MO 63366

636-978-1900  
[www.st-paulchurch.org](http://www.st-paulchurch.org)

Dear Prospective St. Paul Families,

Welcome! I am pleased to announce that our registration for the 2020-2021 school year has begun! An investment in Catholic Education is an investment into your child's future. St. Paul provides a comprehensive Preschool through Eighth Grade program committed to perpetuating the teachings and traditions of the Catholic Church and provides a superior education to all students in a safe, nurturing environment. Our curriculum fosters a love of learning so that each child is spiritually, academically and socially prepared to meet the challenges of an ever-changing world. We work in partnership with the entire faith community, parents, students, faculty, administration, parishioners and pastor to ensure St. Paul School's promising future. Our teachers are highly qualified and state certified. They regularly attend staff development in-services and workshops to keep up to date on the latest trends in education.

The registration (activity/ book) fee is \$225 for the first child, \$400 for two children, and \$575 for three or more children.

Some important information to consider:

- Enclosed with this letter you will find all the necessary documents needed for registration.
- All materials must be received for registration to be complete.
- Scholarships are available from the Archdiocese, Beyond Sunday and St. Paul Parish. If you will be applying for tuition assistance, we strongly encourage you to complete the applications as early as possible as some of the scholarships are awarded on a first-come, first-served basis.
- The scholarship applications through the Archdiocese and Beyond Sunday can be accessed at [www.ttef-stl.org](http://www.ttef-stl.org).

To all who walk through our doors, we pray that our work together leads all of us to heaven. God has chosen us to take this journey together! Thank you for believing!

Sincerely,

*Mrs. Kelly Kaimann*

Mrs. Kelly Kaimann

Principal

St. Paul School

# St Paul School

## Registration Checklist

Please take the time to verify, by checking the appropriate boxes, that you have completed every item on the checklist. Please see second page for all student fees. Thank you

Parent Checkbox		School Checkbox
<input type="checkbox"/>	<b>Family Registration Form / Tuition Payment Preference TWB Program Agreement Form K-8<sup>th</sup></b>	<input type="checkbox"/>
<input type="checkbox"/>	<b>New Student Registration Form</b>	<input type="checkbox"/>
<input type="checkbox"/>	<b>Birth Certificate Verification</b>	<input type="checkbox"/>
<input type="checkbox"/>	<b>Baptismal Certificate</b>	<input type="checkbox"/>
<input type="checkbox"/>	<b>Social Security Card</b>	<input type="checkbox"/>
<input type="checkbox"/>	<b>Physical Examination</b> <i>(if new student to St Paul or 3<sup>rd</sup>, 6<sup>th</sup> or 8<sup>th</sup> grade)</i>	<input type="checkbox"/>
<input type="checkbox"/>	<b>Immunization Records</b> <i>(if new student to St Paul or 3<sup>rd</sup>, 6<sup>th</sup> or 8<sup>th</sup> grade)</i>	<input type="checkbox"/>
<input type="checkbox"/>	<b>Safe Environment/Worker Registration Form</b>	<input type="checkbox"/>
<input type="checkbox"/>	<b>Release of Records Form</b> <i>(if new student to St Paul)</i>	<input type="checkbox"/>
<input type="checkbox"/>	<b>FACTS Enrollment</b> – <a href="https://online.factsmgt.com/signin/430P9">https://online.factsmgt.com/signin/430P9</a> If you are already enrolled, no further action required.	<input type="checkbox"/>

### Physical Examination of Students

These recommendations are from the Health Guidelines for Catholic Schools in the Archdiocese of St. Louis.

#### **Recommendation (3.1)**

The general practice in the St. Louis Archdiocese is that all students have a complete physical examination upon entrance to Kindergarten, 3<sup>rd</sup> grade, 6<sup>th</sup> grade and 8<sup>h</sup> grade. **All new entrants at any grade level should have a physical examination if they have not had a physical in the past twelve months.**

All above completed forms should be in the school's office by 2/10/2020



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2020-2021  
 SCHOOL REGISTRATION

FAMILY NAME: \_\_\_\_\_

HOME PARISH \_\_\_\_\_

STUDENT(S) NAME/GRADE:

\_\_\_\_\_  
 \_\_\_\_\_

**REGISTRATION FEE** This includes book fees, online subscriptions, testing, class parties, and music/art projects. For families withdrawing before June 30, 2020, \$100.00 of the registration fee is refundable. For families withdrawing after July 1, 2020, there is no refund of the registration fee.

**PK-8: One Student \$225 Two Students \$400 Three or More \$575**

*(If received by February 2, 2020: ONE STUDENT \$200, TWO STUDENTS \$350, THREE OR MORE STUDENTS \$500)*

TOTAL PAID: \$ \_\_\_\_\_

CHECK # \_\_\_\_\_

**TUITION PAYMENT PREFERENCE PAYMENT OPTIONS**

	FULL TUTION COST	OPT. 1 ANNUAL PAYMENT (2% DISCOUNT)	OPT.2 SEMESTER PAYMENTS (1% DISCOUNT)	OPT. 3 FACTS-TEN MONTHLY PAYMENTS
<b>K-8<sup>TH</sup></b>				
One Student	\$4,700.00	\$4,606.00	\$2,326.50 (x2)	\$470.00 (x10)
Two Students	\$7,040.00	\$6,899.20	\$3,484.80 (x2)	\$704.00 (x10)
Three or More	\$7,800.00	\$7,644.00	\$3,861.00 (x2)	\$780.00 (x10)
<b>Pre-School</b>				
Per Student-4 yr.	\$3,370.00	\$3,302.60	\$1,668.15 (x2)	\$337.00 (x10)
Per Student-3 yr.	\$2,250.00	\$2,205.00	\$1,113.75 (x2)	\$225.00 (x10)

In order to be eligible for discount, annual payments must be received by July 10<sup>th</sup>, and semi-annual payments must be received by July 10<sup>th</sup> and January 10<sup>th</sup> respectively. Discount does not apply if payments are late.

\_\_\_\_ Check here if you were enrolled at St. Paul School last year, used FACTS and your payment information has remained the same. (If box is not checked, you may enroll online at <https://online.factsmgmt.com/signin/430P9>)

**ANNUAL FACTS FEES ARE AS FOLLOWS:**

- ANNUAL PAYMENT = NO FEE
- SEMI-ANNUAL PAYMENT = \$10 (one-time fee)
- MONTHLY PAYMENTS = \$45 (one-time fee)
- If paying by credit card, an additional 2.85% service fee will be charged on each transaction

\_\_\_\_ I have selected an annual or semi-annual payment and do not wish to enroll in FACTS. Please send an invoice for tuition payment.

# TWB/SCRIP INFORMATION

For the 2020-2021 school year, each day school family is obligated to earn \$250 in donations. The obligation period runs from May 23, 2020 through the last day of school in May 2021.

A sign up form to volunteer to sell certificates at Mass will be included with the 1<sup>st</sup> day packet at the start of the school year. You will earn \$2.50 each time you sell certificates at Mass.

Questions? Contact Crystal at the Parish Center 978-1900 ext 221 or send an e-mail to [csmith@st-paulchurch.org](mailto:csmith@st-paulchurch.org).



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Kindergarten - 8th Grade Families  
"TOGETHER WE'RE BETTER" PROGRAM AGREEMENT

St. Paul Parish sponsors a scrip program. The scrip you purchase through our program generates cash rebates from the participating retailers. These rebates can be applied to St. Paul School's "Together We're Better Obligation". In consideration of your participation in the scrip program, we agree as follows:

1. The parish will operate this scrip program on behalf of parishioners from such retailers and in such quantities as the parishioners designate from time to time, subject to the approval of the parish.
2. Your rebates will be credited to St. Paul School's "Together We're Better Obligation" and allocated to the following: (please check all that apply)  
\_\_\_\_\_ Name of Family \_\_\_\_\_  
\_\_\_\_\_ As designated on Individual Order Form
3. Any portion of the \$250 "TWB Obligation" that is not satisfied by the rebates is payable at the end of the obligation period.

You agree and acknowledge as follows: (i) your participation in the scrip program is completely voluntary; (ii) the parish is purchasing scrip on your behalf and on behalf of other participants in the program; (iii) you have limited rights to return the scrip we purchase on your behalf, based on the return policy of the scrip supplier; (iv) you shall indemnify the parish against any loss incurred in connection with there being insufficient funds in your account to cover the checks or ACH debits you issue to pay for your scrip; and (v) the parish makes no representations or warranties of any kind with respect to the scrip purchased on your behalf.

Please sign and date below to indicate your acknowledgement of this agreement.

Purchaser's Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_



# St Paul School Registration Form New Student

Student Name \_\_\_\_\_ Preferred Name \_\_\_\_\_  
(last name) (first name) (middle)

Address \_\_\_\_\_  
Street Name City State Zip Code

Birthdate \_\_\_\_/\_\_\_\_/\_\_\_\_ Birthplace (City) \_\_\_\_\_ (County) \_\_\_\_\_ (State) \_\_\_\_\_

Home Phone # \_\_\_\_/\_\_\_\_/\_\_\_\_ Circle One: Male Female Subdivision \_\_\_\_\_  
 (is number unlisted) yes no

Social Security #: \_\_\_\_/\_\_\_\_/\_\_\_\_ Birth Certificate # \_\_\_\_\_

School Last Attended \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Date entered \_\_\_\_\_ Date Withdrawn \_\_\_\_\_

List other schools \_\_\_\_\_

Any student entering St Paul School beyond 1<sup>st</sup> grade will need to meet with the principal for acceptance into the school.

Current Grade \_\_\_\_\_ Current School Year \_\_\_\_/\_\_\_\_

Ethnic Origin (Circle One): W(White) B(Black) H(Hispanic) A(Asian) I(Indian)  
 (This information is requested for purposes of reporting to Federal Compliance Agencies and is not used in determining admission status)

Language spoken in home: \_\_\_\_\_

In which public school district do you reside? District \_\_\_\_\_

Elementary/Middle School your child would attend if going to public school \_\_\_\_\_

**PARENT INFORMATION:**

**MOTHER'S INFO:**

**FATHER'S INFO:**

First Name	Maiden Name	First Name
Middle Name		Middle Name
Last Name		Last Name
Cell Phone		Cell Phone
E-Mail Address		E-Mail Address
Employer		Employer
Work Phone		Work Phone
Religion		Religion

Physician: \_\_\_\_\_ Dentist \_\_\_\_\_ Hospital \_\_\_\_\_

Please give the full names of other children already/enrolling in St. Paul School.

NAME	BIRTHDATE	GRADE ENTERING IN FALL

PLEASE COMPLETE BACK SIDE

Baptism \_\_\_\_\_

First Communion \_\_\_\_\_

Confirmation \_\_\_\_\_

Date

Church

City

State

Verified by

**ADDITIONAL PEOPLE /PHONE NUMBERS ALLOWED TO PICK UP STUDENTS:**

EMERGENCY: 1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_

REGULAR PICK UP 1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_

How did you hear about St. Paul School? \_\_\_\_\_

Referred by: \_\_\_\_\_

Is it your intention to continue with St. Paul School Education in the following school years? YES NO

.....  
If applicable:

Separated \_\_\_\_\_ Divorced \_\_\_\_\_ Remarried \_\_\_\_\_

If you marked 'yes' to one of the above please answer the following:

Which parent has legal custody? \_\_\_\_\_ (Please provide a copy of the custody paper)

Please indicate with whom the child lives \_\_\_\_\_

Other biological parent name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Should registration and tuition information be mailed to both parties? YES NO

Signature: \_\_\_\_\_

**REGISTRATION CANNOT BE COMPLETED WITHOUT A COPY OF THE CUSTODY PAPERS.**

PHYSICAL EXAMINATION FORM

In accordance with the recommendations of the Saint Louis Archdiocese Health Advisory Committee, all children are expected to have a complete physical examination upon entrance to Pre-School, Kindergarten, 3<sup>rd</sup> Grade, 6<sup>th</sup> Grade, 9<sup>th</sup> Grade, and all newly enrolled students who have not had a physical examination within the past twelve (12) months. The physical Examination must be complete and signed by a medical doctor or physician assistant/nurse practitioner working under a collaborative practice agreement with a medical doctor.

This form is provided for the convenience of your child's physician. At the time of the examination, please have your physician complete and sign this form. It is expected that each student have this form on file at school by the first day of school.

School \_\_\_\_\_ Grade \_\_\_\_\_

Student's Name \_\_\_\_\_ DOB \_\_\_\_\_ M or F \_\_\_\_\_

Date of Examination \_\_\_\_\_

Height \_\_\_\_\_ Weight \_\_\_\_\_ BP \_\_\_\_\_ Pulse \_\_\_\_\_ BMI \_\_\_\_\_

General Appearance

Nutrition \_\_\_\_\_ Nose \_\_\_\_\_ Abdomen \_\_\_\_\_ Skin \_\_\_\_\_ Mouth \_\_\_\_\_  
Back \_\_\_\_\_ Lungs \_\_\_\_\_ Genitalia \_\_\_\_\_ Head \_\_\_\_\_ Throat \_\_\_\_\_  
Extremities \_\_\_\_\_ Heart \_\_\_\_\_ Neck \_\_\_\_\_ Eyes \_\_\_\_\_ Neurologic Exam \_\_\_\_\_

Physician Comments & Recommendations – Give Details of Management of Significant Illnesses \_\_\_\_\_

\_\_\_\_\_

Can Student Carry A full Program of School Work? Yes No (circle one)

Should Physical Activity Be Restricted? Yes No Explain \_\_\_\_\_

Hearing Test: Type of Test \_\_\_\_\_ R L Both

Vision Test: Type of Test \_\_\_\_\_ R L Both

Physician Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Physician Name \_\_\_\_\_

	<p>PLEASE ATTACH A COPY OF THE CURENT IMMUNIZATION RECORD</p>
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Office Stamp



**Attention PARENTS, COACHES and SCHOOL VOLUNTEERS**  
**for the 2020-2021 school year**  
**Protecting God's Children - Prevent and Protect STL**

To keep our children safe, our parish complies with the Safe Environment Program. Any adult who works or volunteers with young people on a regular basis **must** attend a Protecting God's Children **workshop**, agree to **undergo a background check** that is updated in even numbered years and **sign the Code of Conduct**. This includes coaches for all sports and chaperones for field trips.

Beginning with the 2020-2021 school year, the Archdiocese of St. Louis is implementing a new system for safe environment compliance called Prevent and Protect STL. Everyone ministering to minors and vulnerable adults (clergy, employees and volunteers) in the Archdiocese are required to register in the new system. This includes those new to service and those who are currently in service.

Please review the instructions on the reverse side of this page and follow the instructions to register. If you have already attended a Protecting God's Children workshop, your previous training date will transfer to this new system. All clergy, volunteers, and employees will register for an updated background screening and view two new online training modules on abuse reporting and the Code of Ethical Conduct, and agree to the updated Code of Ethical Conduct.

**ALL PARENTS AND VOLUNTEERS ARE REQUIRED TO REGISTER IN THE**  
**NEW SYSTEM BEFORE THE START OF THE 2020-2021 SCHOOL YEAR.**

If you have any questions, please contact Lori Wortmann at [lwortmann@st-paulchurch.org](mailto:lwortmann@st-paulchurch.org) or 636-978-1900, ext 223.



ARCHDIOCESE OF ST. LOUIS  
Office of Child and Youth Protection

## SAFE ENVIRONMENT USER REGISTRATION

Got to <https://www.preventandprotectstl.org>

Click "Register" below the LOG IN button (image at right).

Enter the passcode **stlprotect** when prompted.

Select the type of location where you are a volunteer or employee

- Parish or Parish School

Select the specific location by name

- St. Paul Parish and School (St. Paul)

Click the roles associated with your employment/service at the parish.

If you are active at only one location, this will be your "primary" location.

If you are active at more than one location, click the ADD PARISH/LOCATION button and repeat the steps above. With more than one location, please click the "This is my main/primary location" circle to indicate where you are employed or, if you are a volunteer, where most of your ministry or service is performed.

Complete your personal information. Please enter your **legal first name** for the purposes of the background screening.

Create a username, password and password clue.

Agree to the Terms of Use and click SUBMIT.

You will then be prompted to submit information for a background screening, register for a Protecting God's Children workshop\*, view two online training modules, and agree to the Code of Ethical Conduct.

\*If you have previously attended a PGC workshop, the system will find and/or ask you to confirm your previous record of attendance. You will not be prompted to register for an upcoming workshop. If, for some reason, it does not match your previous training to this account and you are prompted to register for a class, please register for "PREVIOUSLY ATTENDED-DATE NOT LISTED" and send an email to the address below. We will apply the correct training record to your account.

You may use the links in your approval checklist to access these requirements. These steps may be completed all at once or may be completed separately at your convenience. You will receive an automated email weekly to remind you which requirements are outstanding. When all compliance requirements have been completed, your account will be approved and you will be clear to work with minors and vulnerable adults.

- Register onto the site
- Submit New Background Check
- Complete "Protecting God's Children" training
- Complete "Mandated Reporter" training
- Complete "Code of Conduct" training
- Sign "Code of Conduct"

### LOG IN

Username

Password

Remember this account

LOG IN

Forgot Password

Register

Should you need any assistance, please contact [ocyp@archstl.org](mailto:ocyp@archstl.org)



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## RELEASE OF RECORDS FROM PREVIOUS SCHOOL

I hereby give St. Paul School permission to request and obtain a transcript including Health and medical records, attendance, test scores, grades, psychological information, and other data that may be helpful for the following student(s)

NAME \_\_\_\_\_ GRADE \_\_\_\_\_

NAME \_\_\_\_\_ GRADE \_\_\_\_\_

NAME \_\_\_\_\_ GRADE \_\_\_\_\_

NAME \_\_\_\_\_ GRADE \_\_\_\_\_

FROM \_\_\_\_\_  
SCHOOL

STREET ADDRESS/MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

SIGNATURE OF PARENT/GUARDIAN \_\_\_\_\_ DATE \_\_\_\_\_



## WANT TO LOWER YOUR TUITION?

**ST. PAUL SCHOOL OFFERS \$500 OFF YOUR TUITION FOR EVERY NEW\* FAMILY YOU REFER TO OUR SCHOOL!!!**

**QUALIFIED REFERRAL\*\*:** The family enrolling a new student in grades K-8 (Pre-K will count once the child is enrolled in kindergarten) at St. Paul School must indicate who referred them to St. Paul School and must meet one of the following conditions to generate the tuition reduction for the referring family\*\*\*.

- The family is new\* to the parish. (The family must have registered with the parish within the past 4 years of the start of the upcoming school year.)

OR

- The family lives outside the parish and their children do not currently attend St. Paul School

OR

- The family previously sent their child to a school other than St. Paul for grades K-8.

\*The family is not from an established family already belonging to St. Paul Parish.

\*\*The award of the reduced tuition applies for one year only.

\*\*\*Only one referral will be awarded when a new family enrolls. The new family must note the referral family on the enrollment form. The award will be divided if multiple families are noted on the enrollment form.

The Finance Committee has the final decision on all referral applications.



## NEW FAMILY REFERRAL FORM

### SAINT PAUL SCHOOL

How did you hear about St. Paul School?

If you were referred to St. Paul School by a current school family, please complete this form and return with your registration packet.

NEW FAMILY NAME \_\_\_\_\_

NAME OF REFERRING FAMILY \_\_\_\_\_

**TUITION ASSISTANCE INFORMATION 2020-2021 SCHOOL YEAR**  
**NOTICE OF UPCOMING SCHOLARSHIP APPLICATION PERIOD**

**ARCHDIOCESE & BEYOND SUNDAY SCHOLARSHIPS 2020-2021**

**SCHOLARSHIP APPLICATION AVAILABLE ON January 27<sup>th</sup>, 2020**

Alive! In Christ is first-come, first served for all new awards and younger siblings that may be eligible, so we encourage you to apply as early as possible.

Approximately 400 new awards will be available for the Archdiocese

The application deadline for Beyond Sunday, Catholic Families Tuition Assistance (CFTA), and the Parish Employees Endowment Fund (PEEF) is February 28<sup>th</sup>, 2020. Any family who would like to be considered for these programs, even if you are applying for requalification, must apply between January 27<sup>th</sup> and February 28<sup>th</sup>, 2020.

Up to 155 new elementary school awards in the Archdiocese and 50 new high school awards will be available in Beyond Sunday for Catholic families registered in a parish. Siblings attending the same school are not eligible in this program.

**IMPORTANT ADDITIONAL INFORMATION**

- If you have ever applied to TTEF before or are currently on scholarship, you must use the email address we have on file for you. If you do not know what this email address is, please email our office at [ttef@archstl.org](mailto:ttef@archstl.org) or call us at 314-792-7777. If you know what your email address is but forgot your password, please visit the family login page and click Forgot Password below the family login box. To access the Family Login Page, go to [www.ttef-stl.org](http://www.ttef-stl.org) and click APPLY HERE.
- Individual students may not receive more than one scholarship if awarded. However, Catholic Families Tuition Assistance and Parish Employees Endowment Fund are tuition aid programs that may be awarded in addition to another scholarship. Families may have multiple children receiving scholarships.
- Documents needed to complete applications include:
  - Proof of income: Adjusted gross income (taxes or W2) and any other assistance you may receive (including but not limited to Child Support, Food Stamps, and Social Security)
  - High School Students are required to submit responses to two short-answer questions and contact information for two references at the time of application to be considered for Beyond Sunday Fellows Program. Students currently receiving a Beyond Sunday Fellows scholarship are not required to submit responses or references for requalification. For more information about the Beyond Sunday Fellows Program, please see the Beyond Sunday Fellows FAQs, available at [www.ttef-stl.org](http://www.ttef-stl.org).

**PLEASE VISIT THE TODAY AND TOMORROW WEBSITE FOR MORE INFORMATION ON ACCEPTABLE DOCUMENTATION AND APPLICATION SUPPORT!**

[www.ttef-stl.org](http://www.ttef-stl.org)

**ST. PAUL PARISH SCHOLARSHIPS**

In addition to the Today and Tomorrow scholarships, St. Paul Parish also provides tuition assistance for St. Paul School. Any family requesting tuition assistance from St. Paul Parish must **FIRST** complete the Today and Tomorrow Educational Foundation Scholarship application **AND** submit a "FACTS" application (at no charge) at <https://online.factsmgt.com/aid>.

Please Contact Teresa Boehmer at parish office with any questions regarding tuition assistance at 636-978-1900, ext. 224



## Scholarship Information for Parents for the 2020-2021 School Year

*One application is used to apply for all scholarships funded by the Catholic Education Office, the Roman Catholic Foundation of Eastern Missouri, and the Today & Tomorrow Educational Foundation. To apply, please visit [www.ttef-stl.org](http://www.ttef-stl.org) and click Apply Here. The Scholarship Office at TTEF will review your family's application and determine if your family is eligible for any awards offered based on each program's guidelines and funding availability. The application is online only and is free of cost!*

**For families applying to Archdiocesan/parochial elementary schools:** Funding is available through Alive! In Christ for approximately 400 *new* awards for students of all faiths. Alive! In Christ is first-come, first-served and the maximum award is \$2,000. Residents of the City of St. Louis applying for Archdiocesan and private schools in the City may be eligible to receive Help for Today, Hope for Tomorrow. Maximum award in this program is also \$2,000 and approximately 300 new awards will be available.

Approximately 155 *new* awards primarily in Kindergarten will also be available through the Beyond Sunday scholarship program for Catholic families registered in a parish. The maximum award for new recipients in this program is \$1,750 and the application deadline is February 28<sup>th</sup>, 2020. Because demand is high and preference for Beyond Sunday scholarships is given to Catholic families registered in a parish, it is expected that all new awardees will be registered Catholics.

**For families applying to Archdiocesan and private-Catholic high schools:** Approximately 50 *new* Beyond Sunday Fellows scholarships will be available, primarily for incoming freshmen applying for Archdiocesan high schools. Due to high demand, it is expected that all new awardees will be registered Catholics. The maximum award for new recipients in this program is \$3,500 and the deadline to apply is February 28<sup>th</sup>, 2020.

**For families currently receiving ANY scholarship:** All families are encouraged to apply as early as possible. *New and* returning applications for Beyond Sunday, SOAR!, CFTA, and PEEF are due by February 28<sup>th</sup>, 2020. Alive! In Christ is first-come, first-served, including for all eligible siblings! City residents should also apply as early as possible to be considered for new awards in Help for Today, Hope for Tomorrow. Requalification applications for Alive! In Christ and Help for Today, Hope for Tomorrow may be submitted through May 1<sup>st</sup>, 2020. However, you **MUST** apply by February 28<sup>th</sup> to be considered for any other programs.

**For Catholic families applying to Archdiocesan/parochial elementary and high schools:** Funding for Catholic students in Catholic families is available through the Catholic Families Tuition Assistance program. Approximately 150 new awards will be available. The application deadline for returning families and applying new is February 28<sup>th</sup>, 2020.

**For students of parish employees:** Students of parish employees working 1,000 hours or more per year may be eligible for the Parish Employees Endowment Fund. The application deadline for returning families and applying new is February 28<sup>th</sup>, 2020.

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**APPLICATION AVAILABLE JANUARY 27<sup>th</sup>, 2020!**

*See Reverse for Important Additional Information  
regarding Application Requirements!*

## Important Additional Information

- New Families applying may only receive one scholarship program per student. If your student currently receives CFTA or PEEF in addition to their primary scholarship they may continue to receive both as long as they qualify. Families may have multiple children receiving scholarships, depending on program guidelines.
- Documents needed to complete applications include:
  - High school students who are not awarded are required to submit responses to two short answer questions and contact information for two references at the time of application to be considered for the Beyond Sunday Fellows Program. For more information about the Beyond Sunday Fellows Program, please visit [www.ttef-stl.org](http://www.ttef-stl.org) or see the flyer *Beyond Sunday Fellows Frequently Asked Questions*.
  - Proof of residency (St. Louis City residents only): ONE of the following documents
    - Missouri Driver's License or Utility Bill
    - House/Apartment Lease or Deed
  - Proof of Income (see table below)
    - W2
    - Federal Tax Return Form 1040
    - Government Assistance Award Letter

**Please note that the income your family has listed on the application must be supported by all required documentation and confirmed by the TTEF scholarship office as eligible in order for an application to be considered complete!**

Type of Income	ONE of the Following Proofs are Required for EVERY Type of Income You Receive
Adjusted Gross Income (Wages from employment and all other income reported on Federal Taxes)	<ul style="list-style-type: none"> <li>• Pages 1 &amp; 2 of your 2019 Federal Income Tax Return (Form 1040) (if not complete, 2018 will be accepted) <i>If you do not file taxes you may submit...</i></li> <li>• 2019 W2 for all places of employment for you and your spouse</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• Three paystubs from 2019 or 2020 for all places of employment of you and your spouse</li> </ul>
<b>If applicable, please provide proof of any supplemental income your family is receiving.</b>	
Business Income	<p><b>NOTE: If this income is already claimed on your taxes, do not list the amount as additional Business Income on your application and do not submit additional documentation or your income will be calculated higher than it should be.</b></p> <ul style="list-style-type: none"> <li>• Copy of your business tax return, financial statements or a notarized letter stating your total earnings</li> </ul>
Child Support	<ul style="list-style-type: none"> <li>• If court ordered, provide documentation stating amount of support and your name</li> </ul> <p><i>If not court ordered, you may submit...</i></p> <ul style="list-style-type: none"> <li>• Transaction record displaying your name and monthly or annual amount</li> </ul>
Public Assistance Cash	<ul style="list-style-type: none"> <li>• Benefit Summary or Award letter displaying name and award amount</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• Transaction record displaying your name and monthly or annual amount</li> </ul>
Food Stamps	
Social Security/SSI	
Unemployment/Worker's Comp	
Other (includes but is not limited to adoption or foster subsidies, tuition support from family, friends, or employer)	<ul style="list-style-type: none"> <li>• If you have other sources of income not reported elsewhere, please provide notarized letters from your employer, family/friends providing financial assistance stating the annual amounts.</li> </ul>

*We look forward to providing your family with the opportunity to apply for scholarships funded by the following partners:*

