

Sacred Hearts School Mission Statement: Sacred Hearts School is a community committed to teaching and living Catholic values. We strive for academic excellence while encouraging students to develop morally, academically, and socially. We challenge our students to become critical thinkers who are confident, disciplined, respectful, and firmly committed to living a faith-filled life.



SACRED HEARTS SCHOOL
Bradford, MA 01835

COVENANT OF SUPPORT AGREEMENT July 1, 2017 – May 31, 2018

The Covenant of Support is an annual agreement between the parents of students and Sacred Hearts School.

All terms of the COVENANT OF SUPPORT must be met in order to guarantee annual re-enrollment.

PRINT, COMPLETE, SIGN and RETURN ALL 3 PAGES
OF THE AGREEMENT by MARCH 17, 2017

- 1. Payment of Full Tuition:** Each family must pay Full Tuition commensurate with the established Tuition Rates. Payment options are available, but tuition must be **paid in full by May 31, 2018**. Eligibility for Parishioner rate is based upon the Offertory envelope system that tells the school that you are a registered and worshipping family within Sacred Hearts Parish AND that you have committed to a minimum contribution of \$400 to the Parish by using the Offertory system. Note: ***Families who do not register with the Parish OR who are non-Catholic are considered Non-Parishioners and are required to pay the Non-Parishioner rate. Parents who do not have a Parish Offertory number by May 31, 2017 and/or who have not made a minimum contribution of \$400 to the Parish by May 31, 2017 for the current school year will be assessed the NON-Parishioner rate for the following year.***
- 2. Payment of Assessed Fees of \$250:** Purchase of twenty **JUNE RAFFLE** Tickets (\$10/each) for a total of \$200/PER FAMILY. Payment of the Family **CONVENIENCE FEE** (\$50). This per family fee is designed to minimize the request for multiple individual fees throughout the year. This fee incorporates costs for such things as: student planners, auction baskets, admission to the Halloween Party (not food, however), Field Day Lunch (if applicable), End-of-the-year teacher gifts. This will mean that you will NOT be asked to pay for these things over the course of the school year. Fees will **still be required** for: the Ladies' Choice Dance and the Mother/Son Event, Middle School dances and admission to the school play. Each Family must pay the assessed fees **in full**. Families who choose payment Option #1 must include the \$250 with their one tuition payment. Families who choose payment Option #2 will pay the fees through FACTS along with their tuition payment on a monthly schedule.
- 3. Fulfillment of Family Volunteer Hours:** At least one parent/guardian PER FAMILY is responsible for serving **20 VOLUNTEER HOURS OF SERVICE**. Opportunities are offered throughout the year. A family may choose to waive the 20 hours and pay \$400 in lieu of volunteering. If so, payment **IN FULL** is due by August 1, 2017. Note: ***Families who choose to volunteer, but do not fulfill their 20 hours will be billed at a rate of \$20 per missing hour. Each family must submit a volunteer record by the last day of school each year. Parents will be required to complete and submit the Volunteer Hour Form with a log of hours worked, attesting to the particulars of their respective volunteer commitment.***
- 4. Registration DEPOSIT:** An annual registration deposit of **\$200 PER STUDENT** must accompany your SIGNED Covenant Agreement. This deposit is non-refundable. It will be applied to tuition for the upcoming

school year. **The Registration Deposit is DUE MARCH 17, 2017. Payment can be made by check or cash ONLY.** (This deposit cannot be included in your FACTS payments.)



COVENANT AGREEMENT - continued

FAMILY NAME: _____

Mother's First Name: _____

Father's First Name: _____

Check the appropriate line and complete:

_____ Students are **NOT returning** to Sacred Hearts School for the 2017-2018 school year.

_____ Students are **registering** for the 2017-2018 school year as follows:

Child's Name: _____ Entering Grade: _____

Child's Name: _____ Entering Grade: _____

Child's Name: _____ Entering Grade: _____

Child's Name: _____ Entering Grade: _____

Signed: _____ **Date:** _____

Signed: _____ **Date:** _____

Parishioner/Non-Parishioner Status

_____ I am a registered and worshipping member of the Parish.

My Offertory Envelope # is _____. I am aware that I will be invoiced for my unfulfilled commitment to the Parish.

_____ I am NOT a registered and worshipping member of the Parish. I am a NON-Parishioner.

Family Volunteer Hours

_____ I am committed to Volunteering 20 hours under the terms of this Covenant. I will keep a record of my volunteer hours and will complete and submit the Volunteer Hours Record Form upon fulfillment of my 20 hours/by the last day of school, 2018.

_____ I prefer to pay the \$400 in lieu of volunteering. Payment is due in full by AUGUST 1, 2017.

REGISTRATION DEPOSIT DUE MARCH 17, 2017.

_____ I have enclosed a **DEPOSIT OF \$200 PER CHILD**. I understand that this **DEPOSIT** is **non-refundable and that it will be applied to tuition for the upcoming school year.**

TOTAL AMOUNT ENCLOSED: \$ _____ in Cash or via Check # _____ payable to SHS.

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COVENANT AGREEMENT - continued

Read the following and complete:

PAYMENT TUITION OPTION: We are encouraging all families who do not pay in full by July 1 to use FACTS as a convenient method to pay tuition. Payment options are as follows: **(Select ONE)**

_____ **OPTION #1: ONE PAYMENT IN FULL.** With this option **FULL TUITION is due July 1, 2017.** Payment may be sent to the school via backpack or mailed to our **Tuition Manager, Theresa Carrier** at: **Sacred Hearts School, Attn: Theresa Carrier, 48 South Chestnut Street, Bradford, MA 01835.**

_____ **OPTION #2- FACTS Tuition Management.** FACTS is an automatic monthly payment plan. Payments are budgeted over 10 months beginning in August. Payments may not extend beyond the month of May. **All monthly tuition payments must be paid through FACTS Management; monthly payments cannot be made directly to the school.**

INFORMATION RE: FACTS TUITION MANAGEMENT

Families currently using FACTS: Accounts are automatically rolled over into 2017-2018. You can update your profiles in any way by logging into your FACTS account as usual. Your status for 2017-2018 will be in PENDING status. Profiles will be updated with tuition rates by our tuition manager, Theresa Carrier. As soon as this is completed, FACTS will send a confirmation letter or email that the agreement has been finalized, with payments starting in August 2017.

Families new to FACTS: This is the link to FACTS <https://online.factsmgt.com/signin/3H64H>. New families to FACTS need to create a profile which includes demographics, student information, banking information and what day of the month you would like your money withdrawn, the 5th or the 20th. Once the information is entered the account will be placed in a PENDING status. Profiles will be updated with tuition rates by the tuition manager, Theresa Carrier. As soon as this is completed, FACTS will send a confirmation letter or email that the agreement has been finalized, with payments starting in August 2017.

Some families may have a special circumstance in paying tuition such as: grandparents paying a portion, or a divorce/separation where two parents are splitting the payments. It is possible to have two FACTS accounts or to pay a portion via check by July 1 and the balance via FACTS. Situations such as these must be communicated to the Tuition Manager, Theresa Carrier at her e-mail address: tcARRIER@sacredheartsbradford.org before July 1st.

SIGNATURE REQUIRED

I have read the Covenant of Support. By my signature, I agree to fulfill ALL OF THE TERMS OF THIS AGREEMENT. I understand that my failure to fulfill the Covenant of Support will jeopardize registration for the following school year. Signature of person responsible for payment is required.

SIGNATURE: _____ **DATE:** _____

PRINTED NAME: _____