

Dear Future SFS Families,

The calendar has barely turned to 2025, but we are already preparing for the next school year at SFS! Registration for the 2025/2026 year is currently open. Our registration may be completed online using the link below. Tuition assistance and scholarship application information is given on this page, as well as information on open houses and Kindergarten registration.

Please read the information below, and feel free to contact me if you have any questions. We look forward to having you as part of our SFS family!

Sincerely,

*Claudia Hopkins, Principal*

chopkins@stfrancisclearfield.org

*Sheila Clancy, Director of Development*

sclancy@stfrancisclearfield.org

### **Important Dates:**

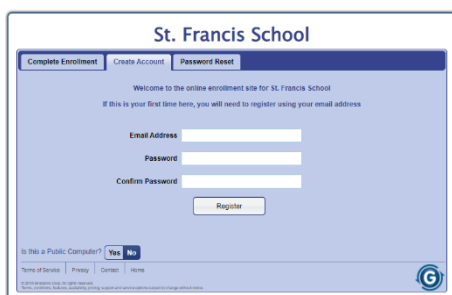
- January 13<sup>th</sup> – Registration opens for current families and registered Future Families
- January 26<sup>th</sup> – Registration opens to the general public
- January 26<sup>th</sup> – Open House at SFS for all ages, 11:00 – 2:00
- February 18<sup>th</sup> – Preschool 3 and PreK 4 classroom visitation day, 9:00 - Noon
- February 18<sup>th</sup> – Kindergarten In-Person Registration and Screenings, 9:00 - Noon

### **Enrolling A New Student:**

Our enrollment process is accessible online. This is done through Gradelink, our school management program. Enrolling is simple:

Go to: <https://secure.gradelink.com/2265/enrollment>

- Create an account with your own username and password. Before continuing, you will have to click on a confirmation button within your email after creating an account.
- Answer all questions completely. You may quit the application at any time and pick up where you left off by simply logging in again with the same credentials you created.
- Please note – although Gradelink does have an app, the enrollment process must be done from a laptop or computer, or from the web browser on your phone.



The screenshot shows the 'Complete Enrollment' page for St. Francis School. It features a navigation bar with 'Complete Enrollment', 'Create Account', and 'Password Reset'. The main content area includes a welcome message and a registration form with fields for 'Email Address', 'Password', and 'Confirm Password', followed by a 'Register' button. At the bottom, there is a checkbox for 'Is this a Public Computer?' with 'Yes' and 'No' options.



The screenshot shows the 'Complete Enrollment' page for St. Francis School after registration. It features a navigation bar with 'Complete Enrollment', 'Create Account', and 'Password Reset'. The main content area includes a thank you message and a 'Continue' button. At the bottom, there is a checkbox for 'Is this a Public Computer?' with 'Yes' and 'No' options.

*Do not click continue from this screen – check your email to confirm.*

### **Preschool Visitation:**

Families are invited to come to the school on Tuesday, February 18<sup>th</sup> between 9:00 and noon to visit our Preschool classrooms and meet our teachers, Mrs. Yeager & Miss Coleman (PK4) and Mrs. Dale (PS3). Registration for Preschool can be done at any time online using the enrollment link; <https://secure.gradelink.com/2265/enrollment>. Coming to this visitation is not necessary for enrollment; it is simply a chance for new families to see the classroom and meet the teachers to build up a relationship and help ease the transition into school for the little ones.

### **Kindergarten Screening:**

Our Kindergarten screenings will be done on Tuesday, February 18<sup>th</sup> between 9:00 and noon in the Kindergarten classroom. All students entering Kindergarten for next year should attend this screening day, even if you are already registered or are currently attending SFS PreK4. Our teacher, Mrs. Lanich, will do readiness tests, and we hope to have others here to do health and speech screenings. This usually only takes about 20-30 minutes. Please bring a copy of your child's birth certificate and immunization records with you, if possible. You do not need to wait until the screening day to complete your online registration. Registration for kindergarten can be done online anytime using the link: <https://secure.gradelink.com/2265/enrollment>

### **Tuition & Billing:**

- Tuition rates are published on the school website. Rates are only raised when necessary, and have remained unchanged for the past three years. Please note that our tuition rates are the “sticker price” before any aid or subsidies. The majority of our school families qualify for tuition assistance, and all families, regardless of income, may earn tuition credit through our RaiseRight program. See more at: <https://www.stfrancisclearfield.org/tuition/>
- Tuition bills will be ready in early July. At that time, all families will log into FACTS (<https://factsmgt.com/>) and view their bill and financial aid awards as well as set up a tuition payment plan of your choice. If you have any questions on tuition, please contact our bookkeeper Deacon Gene Miller @ [deacongenecpa@gmail.com](mailto:deacongenecpa@gmail.com) or calling 814-765-9671 ext. 5.
- You may begin to earn money off your tuition right now using our RaiseRight program. Anything you earn from now until late June will be deducted from your 2025/2026 tuition cost. Please see the info on RaiseRight below.

## **Financial Aid:**

Tuition assistance is offered to families based on financial need. Tuition credits are available to all families, regardless of income, through the RaiseRight program. Each type of aid has different requirements, so please make sure to read carefully to get all aid that you qualify for.

- St. Francis Financial Aid– All assistance and scholarships given by St. Francis School are applied through FACTS Grant & Aid. There is a 20 hour volunteer requirement for this aid, which must be completed during the previous academic year. (waived for families just entering SFS for the first time) There are no income limits for many of these scholarships, however, the amounts awarded may be based on financial need. To apply, visit <https://factsmgt.com/> and set up an account. (Current SFS families do not need to create a new account but may apply with their current FACTS login) There is a fee for applying for this aid; however, this fee will be refunded back to you on your tuition bill.
- Diocese of Erie Tuition Assistance application – This application is for EITC scholarships awarded by the diocese. This form is available online at [www.eriercd.org](http://www.eriercd.org) . Click on “Tuition Assistance” under the “Education” tab on the website. Generally, students are eligible to receive a scholarship if their household’s annual income falls within the income guidelines in the table. There is a non-refundable fee of \$30 for this application.

STAR FOUNDATION INCOME GUIDELINES	Number of Dependents	Maximum Income	Number of Dependents	Maximum Income
	1	\$132,123	5	\$211,223
	2	\$151,898	6	\$230,998
	3	\$171,673	7	\$250,773
	4	\$191,448	For each additional dependent, the limit increases by \$19,775	

- RaiseRight – This program allows you to earn credits off your tuition simply by using gift cards for your everyday purchases of gas, groceries, dining, and more. There is no income limit on this, and you may begin using the program immediately, even before your child enters SFS. Tuition credits accumulate through June and are applied to the next school year, so anything earned from now until June 2025 would be deducted from your tuition for the 2025/2026 school year. Please visit <https://www.stfrancisclearfield.org/financial-aid/> for more information, or contact Sheila Clancy for assistance in starting this program.