



ST. MARY'S PREPARATORY

March 1, 2012

Dear Parent(s)/Guardian(s) of St. Mary's Students,

As we prepare for the end of another successful academic year, it is time to enroll your son(s) for the 2012-13 school year at St. Mary's Preparatory.

We request that you submit the enclosed Registration Form and Payment Contract by **April 2, 2012** along with your initial \$1,000.00 deposit (**non-refundable after June 15, 2012**) to reserve a space for your son. If your son does indeed enroll for next school year, the \$1,000.00 deposit will be applied to his tuition balance. The other enclosed forms - Consent to Treatment Form, Physical Form, Immunization Form, Off-Campus Permission Slip, Honor Code Parent Form, MHSAA Medical History Card (if applicable), and the Athletic Emergency Form (again, if applicable) - are due no later than **July 30, 2012**. Failure to return these forms on time could result in a delay in your son being scheduled for his classes for the fall 2012 semester.

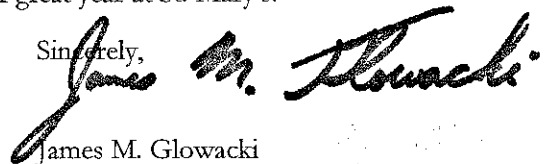
St. Mary's has contracted with the Smart Tuition management company to manage tuition collection for the 2012-2013 school year. It is **mandatory** that every family enroll in Smart Tuition. To enroll in Smart Tuition go to www.enroll.smarttuition.com, enter the school code **11352** and fill in the online enrollment form. A \$45 enrollment fee will be added to your first tuition payment. Families may choose to pay their tuition in full or make semi-annual, quarterly or monthly payments through Smart Tuition. Families also have the option of having invoices mailed to their home or signing up for automatic deductions from a specified bank account, or charges to a specified credit card. Payment arrangements through Smart Tuition must be completed by April 2, 2012.

If you choose to pay your tuition in full, it is due August 15, 2012. Any family that pays in full by July 15, 2012 will receive a \$100 early payment discount off the price of tuition.

Applications for St. Mary's Preparatory financial aid are available online at sss.nais.org. Once you log on, click on Website for Parents/Families. On the next screen click on the Apply for Financial Aid link at the top of the page. Then click on the PFS Online button and follow the instructions on the next page. Only one application needs to be submitted per family, even if you have more than one son currently attending St. Mary's. The amount of financial aid awarded to families is based solely on financial need and the amount awarded each year fluctuates with the economy and return on our investments. Recipients of financial aid awards will be notified by mail in early July.

The Archdiocese of Detroit also has up to \$500 in tuition assistance for high school students which is available to Catholic families who are registered in a parish and demonstrate financial need. You may pick up an application form in the school office or download one from the Archdiocese website. See instructions on the back of this sheet. The application must be post marked no later than **April 9, 2012**.

Please call us at (248) 683-0530 if you have any questions as you complete your registration packet. We look forward to having your sons join us for another great year at St. Mary's.

Sincerely,

James M. Glowacki
Headmaster

Please note: if you need to print out additional copies of any of our forms, go to the home page of our website at www.stmarysprep.com and click on "U.S. Resident Registration Forms."

Archdiocesan Tuition Assistance for the 2012-13 School Year

Applications are currently available for \$500 need-based tuition grants from the Archdiocese of Detroit. In order to be eligible, applicants must be active, registered members of a parish within the Archdiocese. The Archdiocese is now using the Private School Aid Service (PSAS) forms to evaluate financial need. **PLEASE NOTE: THIS APPLICATION IS IN ADDITION TO THE FINANCIAL AID APPLICATION FOR ST. MARY'S PREPARATORY. SEE REVERSE FOR DETAILS.**

The PSAS application fee is \$20, payable in check or money order. Hard copies of the PSAS application form are available in the St. Mary's Prep office and can also be downloaded from the diocesan website as follows:

- Go to aodonline.org.
- Click on **Catholic Schools** from the long list of options on the left of the screen.
- Click on **Tuition Assistance** from the options on the right of the screen.
- There you will see how to download applications in English or Spanish. You may also download the "Parent Information Letter" that includes FAQ's.
- **Do not mail PSAS applications to the Archdiocese or to the school!**
**Completed applications should be mailed to:
PSAS / P.O. Box 89434 / Cleveland, Ohio 44101-6434**
- The pastor of your parish will not be required to sign your application, but will be sent a list of all applicants who applied from his parish. If the pastor does not verify that you are an active parishioner, your application will not be processed. To avoid any possible confusion, please notify your parish if your student may have a different last name not recognized by your pastor.
- If you have other children in Catholic school in grades 1 to 12, you need not fill out additional PSAS applications. Only one application is required per family for all eligible children to be considered for grants from the Archdiocese.
- **Application deadline is April 9, 2012 (The application must be postmarked no later than April 9, 2012).**
- Award letters will be issued mid July, 2012. Applications that are denied funding from the Archdiocese will no longer be allowed an appeal.