

ST. FELIX CATHOLIC SCHOOL

'Experience the Difference'



We are a Catholic, Christ-centered school dedicated to lifelong learning where students are encouraged to develop spiritually, academically, socially, and morally.

Dear Parents,

As we draw closer to spring, it is time to plan for next year. Thank you for entrusting your child(ren) to us. We pledge to continue to move St. Felix Catholic School forward both spiritually and academically.

Please help us predict our enrollment numbers for next school year by returning Registration forms and Tuition Agreements in a timely manner. Please return your Registration form, Tuition Agreement form, Payment Authorization form, and Registration Fee to the school office by **April 16, 2025**.

After much discussion with the St. Felix Catholic School Board and with the St. Felix Parish Finance Council, the following tuition rates and registration fees have been set for the 2025-2026 school year.

Registration Fee for a family is \$100

Registration Fee after April 16, 2025, for a family is \$175

The 2025-2026 Tuition Scale is:

PreSchool and Kindergarten Readiness Program

<u>Days of the Week</u>	<u>Times</u>	<u>Cost/Year</u>	<u>10 Monthly Payments</u>
3-Day T-W-Th	8 am to 11 am	\$1,600	\$160
3-Day T-W-Th	8 am to 3 pm	\$2,900	\$290
5-Day M-T-W-TH-F	8 am to 11 am	\$2,450	\$245
5-Day M-T-W-TH-F	8 am to 3 pm	\$4,600	\$460

Kindergarten through 6th Grade

<u>K through 6th</u>	<u>Yearly</u>	<u>10 Monthly Payments</u>
One Student	\$3,400	\$340
Two Students	\$5,800	\$580
Three or More Students	\$8,200	\$820

If you feel that you will need a tuition scholarship next school year, we have included an application form. We can make arrangements to help those in need, and this request is kept confidential.

We look forward to serving your family during the 2025-2026 school year. If you have any questions, please contact me at school by phone 651-565-4446 or email esonnek@stfelixschool.org.

God Bless,

Eric Sonnek

Eric Sonnek
Principal

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2025-26 Registration Form - Preschool through 6th Grade

Please complete this Registration form and return it with your Registration fee, Tuition Agreement and Direct Payment Authorization form to the school office by **April 16, 2025**. We use class numbers to order books and determine class size and needs. Thank you for your commitment to Catholic Education!

Returning Family

New Family

Mom's Name: _____

Dad's Name: _____

Address: _____

Home Phone: _____

Dad's Cell Phone: _____

Mom's Cell Phone: _____

Dad's Work Phone: _____

Mom's Work Phone: _____

Dad's Email: _____

Mom's Email: _____

Dad's Employer: _____

Mom's Employer: _____

The name(s) of my child(ren), their dates of birth, and their grade for the upcoming 2025-26 school year:

Preschool & Kindergarten Readiness Select 3/5 Full/Half Days

Name: _____ DOB: _____ Grade: ___ 3 Half Days ___ 5 Half Days ___ 3 Full Days ___ 5 Full Days ___

Name: _____ DOB: _____ Grade: ___ 3 Half Days ___ 5 Half Days ___ 3 Full Days ___ 5 Full Days ___

Name: _____ DOB: _____ Grade: ___ 3 Half Days ___ 5 Half Days ___ 3 Full Days ___ 5 Full Days ___

Name: _____ DOB: _____ Grade: ___ 3 Half Days ___ 5 Half Days ___ 3 Full Days ___ 5 Full Days ___

Are you a member of a Catholic Parish? ___ Yes ___ No If yes, which Parish? _____

Would you like to join a Catholic Parish? ___ Yes ___ No

- Registration Fees
 - Please submit \$100 per family registration fee by April 16, 2025, after April 16th submit \$175 fee.
- Registration fees are not included in tuition and are not refundable.

Parent's Signature: _____ Date: _____

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St. Felix Catholic School Tuition Agreement 2025-26 School Year

Thank you for choosing St. Felix Catholic School as the institution where you want your child to be educated. We look forward to working with you and your child(ren) as the school year progresses. Please understand that this Tuition Agreement is a spiritual and financial contract between you and the school. We are committed to doing the absolute best for your child(ren); we ask that you commit yourself prayerfully and financially.

Please note that tuition is billed in full on July 25, 2025 for the 2025-2026 school year. Our expectation is that you will pay, *at a minimum*, 1/10 of your total tuition every month between August and May. You do, of course, have the option of paying more per month if you prefer to be paid up by the end of the school year. **All accounts must be paid in full, including lunch, milk and other fees prior to May 31st of each school year.**

Scrip Requirement: To assist families with their tuition and to add to the general school fund, all school families are required to participate in the Scrip program. Each family must purchase or have friends/family purchase in their name \$500 worth of Scrip from June 1, 2025 to May 31, 2026 for the 2025-26 school year. If the Scrip commitment is not met by May 31, 2026, the family is required to pay an additional \$100 fee by June 30, 2026.

St. Felix Support Requirements: St. Felix Catholic School requires parents to fulfill at least 10 hours of school support and to help with one event/activity associated with the annual Fall Festival. You may opt out of school support hours for a fee of \$250. St. Felix will provide opportunities for parents to support our school in many ways throughout the year.

General Information:

- Statements for tuition, lunch, milk and other fees are mailed on the 25th of each month with payment due by the 5th of the following month (1/10 of tuition & full payment of monthly lunch/other fees).
- Your final monthly installment for the 2025-26 school year will be reduced by any Scrip tuition credits earned throughout the school year.
- If \$500 in Scrip is not purchased during the year an additional \$100 fee will be added to your account.
- If the above plans pose a hardship for you, please contact the principal. Tuition scholarships are available.
- If you need to deviate from your chosen plan during the school year, you are required to contact the principal to make an alternative plan.
- Failure to meet tuition and lunch/other fees payment requirements after 60 days will result in administration contacting you to arrange a meeting between you and school officials.

Overdue Payments and Late Fees: St. Felix Catholic School relies on tuition collection for 20% of the budget to provide quality Catholic education to our students. Therefore, when tuition payments become delinquent, it affects the successful operation of the school system. Tuition scholarships are available. If family circumstances change to such a degree that it warrants re-evaluation for the tuition and fees commitment, it is the responsibility of the family to contact the principal to make alternative payment Agreements. When tuition and lunch/other fee payments are not made as scheduled, the following steps will be taken:

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St. Felix Catholic School Tuition Agreement 2025-26 School Year (Continued, page 2)

1. **30 Days Past Due** - The family account is considered past due when the account is 30 days beyond the scheduled payment due date under the agreement established with St. Felix Catholic School. It is the responsibility of the family to contact the principal to correct the situation or make an alternative plan.
2. **60 Days Past Due** - The following steps will be taken when the account is 60 days past the payment schedule:
 - a. Family shall receive written notification that their account is past due with a copy of this policy.
 - b. If the family has not made a payment or contacted the St. Felix Catholic School Principal within 15 days of the notice to make alternate payment arrangements, a \$25 late fee will be added to the family account balance.
3. **90 Days Past Due** - When the family account is 90 days beyond the scheduled payment due date under this Agreement, the following steps will be taken in addition to the above steps:
 - a. Students will not be permitted to pre-register or return for the following academic year until the balance is paid in full or an acceptable alternate payment plan in writing is in place.

Tuition:

The 2025-2026 Tuition Scale is:

Preschool and Kindergarten Readiness Program

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St. Felix Catholic School Tuition Agreement 2025-26 School Year (Continued, page 3)

Please read through the different payment plans available. You will still need to make additional lunch/other fee payments in addition to tuition. Please select the plan that best fits your financial planning and **return this form with your Registration, fees, and any other applicable forms by April 16, 2025.**

Children's first name & grade: _____

Children's first name & grade: _____

Children's first name & grade: _____

Children's first name & grade: _____

Total Yearly Tuition Amount: \$ _____

_____ Payment in full at the beginning of the school year (payment made prior to August 15, 2025)
If you choose this option, you may deduct \$25 from your payment as an early payment discount as well as any Scrip tuition credits earned to date. This early payment discount only applies to grades Kindergarten through 6th Grade; Preschool and Pre-K/Kindergarten Readiness are not included. Please contact the school office for your payment amount if you choose this option.

_____ Monthly Electronic Fund Transfer (10 times, August 5, 2025 through May 5, 2026)
You must complete a Direct Payment Authorization form and return it with this Agreement.

_____ Need to contact Mr. Sonnek to set up another form of payment.

A substantial amount of your child's tuition comes from parish fundraisers and subsidies. Therefore, it is also important that all our parents help by giving their time, talent, and resources to support our various school and parish fundraisers throughout the year.

By signing this Tuition Agreement, you are committing to a Payment Plan that will be honored by you and the school unless other arrangements are made in writing with the principal.

Parent Signature: _____ Date: _____

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2025-26 Tuition Direct Payment Authorization Form

If you choose to pay tuition monthly, we require you to sign up with a Direct Payment Plan where the tuition payment will be deducted automatically from your checking or savings account. Your payments will be made automatically on the 5th day of each month from August through May. Please contact Mr. Sonnek if you require another method of payment.

PLEASE COMPLETE ALL INFORMATION BELOW

I (we) _____ hereby authorize St. Felix Catholic School to initiate debit entries to my:

Checking Account OR Savings Account

for payment as indicated below, and to debit the same to such account. I (we) acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law. Any overdraft fees will be added to your account.

Tuition

Monthly Amount: \$_____ in 10 monthly installments starting August 5, 2025 and ending May 5, 2026

OR

One Annual Total Amount: \$_____ in one installment on August 5, 2025

Financial Institution Name: _____

Routing Number: _____ Account Number: _____

PLEASE ATTACH A VOIDED CHECK FOR VERIFICATION OF ALL FINANCIAL INSTITUTION INFORMATION

This authority will remain in effect until I have cancelled it in writing.

Signature

Date

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Financial Aid Packet

Your family is about to invest in a beautiful gift! Catholic education is one of the most important investments you will make as a parent or guardian. We understand it may involve financial planning and modeling of stewardship to your family. We are here to answer your questions as you plan for Catholic education in your family budget. We also have financial aid to help support your decision to choose Catholic Education. You must complete and submit the Seeds of Faith Scholarship form to qualify for the other aid options.

We prayerfully set our tuition rates to best serve the needs of our students, provide partnership with our families, and retain and recruit exceptional educators.

Financial Aid Options

<u>Financial Support</u>	<u>Discount</u>	<u>How to Apply</u>	<u>Deadline</u>
Seeds of Faith Scholarship	Dependent upon number of applicants	Available for all Families. Complete attached form or online form.	May 2, 2025
St. Felix Catholic School Amy Marx Scholarship	Dependent upon number of applicants	Available for Kindergarten through 6 th Grade. Complete Seeds of Faith Scholarship form and St. Felix Catholic School Scholarship form.	May 2, 2025
St. Felix Catholic School Needs Based Scholarships: Adopt-a-Student and LaRocque Scholarship	Dependent upon qualification for free and/or reduced lunch	Available for Kindergarten through 6 th Grade. Complete Seeds of Faith Scholarship form and St. Felix Catholic School Scholarship form.	May 2, 2025
Scrip Gift Cards	A percentage of Scrip purchases applies towards tuition	Purchase online or at the parish office, note name of student in comments.	On-going



**DIOCESE OF WINONA-ROCHESTER
CATHOLIC SCHOOLS
TUITION ASSISTANCE APPLICATION**
*SOLICITUD DE ASISTENCIA DE MATRÍCULA
DE LAS ESCUELAS CATÓLICAS*

2025-2026

SUBMIT APPLICATION TO:
(ENVIE LA SOLICITUD A)

**CATHOLIC FOUNDATION OF SOUTHERN MINNESOTA
750 TERRACE HEIGHTS, SUITE 105
PO BOX 30098
WINONA, MN 55987**

DUE DATE:
FECHA LIMITE

Applications that are late, not signed by the pastor or school administrator, as well as those missing the required financial documentation, will *not* be reviewed and will be returned to the schools or families.



**CATHOLIC
FOUNDATION**
of Southern Minnesota

Date received
by CFMS: _____

Please PRINT clearly – If a Blank does not apply, indicate this using "n/a"
 Por favor escriba con letras de imprenta claramente - si un espacio en blanco no es aplicable a su situación, escriba "n/a"

Section A PERSONAL DATA – DATOS PERSONALES

Name of Parent/Guardian: <i>Nombre del Padre/Encargado:</i>		Relationship: <i>Relación:</i>			
Name of Parent/Guardian: <i>Nombre de la Madre/Encargada:</i>		Relationship: <i>Relación:</i>			
The child/children currently live with (circle all that apply): <i>El niño (la niña)/los niños viven actualmente con (encerrar en circulo):</i>		Father <i>Padre</i>	Mother <i>Madre</i>	Stepparent <i>Padrastro/ Madrastra</i>	Guardian <i>Encargado/a</i>
Address: <i>Dirección:</i>					
City: <i>Ciudad:</i>		State: <i>Estados:</i>		ZIP Code: <i>Código Postal:</i>	
Phone Number: <i>Número de teléfono:</i>			Email Address: <i>Dirección de correo electrónico:</i>		
Number of school-aged children (5 to 18): <i>Número de niños en edad escolar (5 a 18):</i>			Number of individuals in the household: <i>Número de personas viviendo en casa:</i>		
Registered parish: <i>Parroquia registrada:</i>			Located in which city/town: <i>Ubicado en que ciudad:</i>		
Name of Pastor: <i>Nombre de Párroco:</i>			Number of years at the parish: <i>Número de años en la Parroquia:</i>		

Section B PARISH/SCHOOL DATA – DATOS DE LA PARROQUIA/ ESCUELA

To be completed by pastor or school administrator. Describe family participation in parish or school life and/or acts of service in the space below. The starred areas **MUST** be completed:
Este espacio debe ser completado por el párroco o administrador de la escuela. Describa la participación familiar en la vida parroquial y/o escolar y los actos de servicio en el espacio a continuación. Se puede incluir una carta de "buena reputación", pero no puede ser la única fuente de información. Las áreas destacadas **DEBEN** ser completadas:

*Involvement in parish or school ministries/activities:
 *Participación en ministerios/actividades parroquiales o escolares:

Participation on parish or school committees/events:
 Participación en comités/eventos parroquiales o escolares:

Volunteerism:
 Voluntariado:

Other:
 Otros:

DO NOT LEAVE THIS SPACE BLANK / NO DEJES ESTE ESPACIO EN BLANCO

*Annual financial support (donation) to the parish/school community: \$ *Contribución financiera anual (donación) para la comunidad Parroquial/escolar: \$	*In-kind giving to parish/school (please describe): Tipo de contribución al párroco o escuela (por favor especificar):
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Additional comments from the pastor and/or school administrator:
 Comentarios adicionales del Párroco y/o director de escuela:

Section C TUITION INFORMATION – INFORMACIÓN DE MATRÍCULA

Name of school attending: <i>Nombre de la escuela a la que asiste:</i>		Name of Principal: <i>Nombre de Director:</i>	
Number of children in your family attending school: <i>Número de niños de familia que asisten a la escuela:</i>		Total annual tuition: \$ <i>Total de la Matrícula anual: \$</i>	
Child's Name: <i>Nombre del niño/a:</i>	Grade Level: <i>Grado escolar:</i>	Tuition: \$ <i>Matrícula:</i>	
Child's Name: <i>Nombre del niño/a:</i>	Grade Level: <i>Grado escolar:</i>	Tuition: \$ <i>Matrícula:</i>	
Child's Name: <i>Nombre del niño/a:</i>	Grade Level: <i>Grado escolar:</i>	Tuition: \$ <i>Matrícula:</i>	
Child's Name: <i>Nombre del niño/a:</i>	Grade Level: <i>Grado escolar:</i>	Tuition: \$ <i>Matrícula:</i>	
*Pre-School children are NOT eligible for assistance. Only K-12 children are eligible. <i>*Los niños en edad preescolar NO son elegibles para asistencia. Sólo los niños de K-12 son elegibles.</i>			

Please use a separate sheet if more space is needed. *Utilice una hoja separada si se necesita más espacio.*

Section D FINANCIAL DATA – DATOS FINANCIEROS – Applications will not be reviewed without Tax Forms. *Solicitudes no se revisarán sin formularios de impuestos.*

You must include your 2024 Federal Income Tax Return, Form 1040 with the Social Security numbers removed. *Debe incluir su Formulario 1040 de impuestos federales sobre la renta de 2024 con los números de Seguro Social eliminados.*

Employer: <i>Empleador:</i>	Spouse Employer: <i>Empleador del Conyugue:</i>
Type of Employment: <i>Tipo de empleo:</i>	Type of Employment: <i>Tipo de Empleo:</i>
2024 Federal Adjusted Gross Income: (IRS Form 1040 Line 8b) <i>2024 ingreso bruto ajustado:</i>	2024 Federal Adjusted Gross Income: (IRS Form 1040 Line 8b) <i>2024 ingreso bruto ajustado:</i>
Specify any additional sources of income: (ie: AFDC, Child Support, Social Security, Disability, unemployment compensation, etc.) <i>Especifique fuentes de ingreso adicionales: (ej. AFDC, Manutención de niños, Seguro Social, incapacidad, compensación por desemplear, etc.)</i>	Monthly Total: \$ <i>Total Mensual: \$</i>
Mortgage/Rent monthly payment: \$ <i>Pago mensual de hipoteca/alquiler: \$</i>	Vehicle(s) (owned or leased) total monthly payment: \$ <i>Pago mensual total del vehículo(s) (propio o arrendado): \$</i>
Other monthly payments (ie: childcare, medical/dental, child support payments, credit card): <i>Otros pagos mensuales (ej. guardería, medico/dentista, pagos de manutención, tarjetas de crédito):</i>	Monthly total: \$ <i>Total Mensual: \$</i>

****If you have any questions regarding this form, please contact your school principal, Morgan Lowney or Kelly Hoffman
Si tiene preguntas sobre esta forma, por favor comunica con su director de la escuela, Morgan Lowney, o Kelly Hoffman

Kelly Hoffman, Controller
Catholic Foundation of Southern Minnesota
khoffman@dowr.org, 507-858-1276

Morgan Lowney, Development Specialist
Catholic Foundation of Southern Minnesota
mlooney@catholicfsmn.org, 507-858-1275

Section E ADDITIONAL INFORMATION (required) – INFORMACIÓN ADICIONAL (requerido)

Please describe current circumstances related to financial need (ie: sudden illness, lay-off, termination of employment, death in the family, grandparent raising grandchildren on limited income, recent divorce, etc.) that will make it difficult to make tuition payments. *Por favor describa las circunstancias actuales relacionadas con la necesidad financiera (es decir, enfermedad repentina, despido, terminación del empleo, muerte en la familia, abuelos que crían a sus nietos con ingresos limitados, divorcio reciente, etc.) que dificultarán el pago de la matrícula.*

***DO NOT LEAVE THIS SPACE BLANK / NO DEJES ESTE ESPACIO EN BLANCO ***

Section F SUBMISSION CHECKLIST – LISTA DE VERIFICACIÓN (complete before mailing - completar antes de enviar por correo)

- The family has applied for Tuition Assistance through programs currently available at the school and parish and has been notified of tuition assistance available to them.
La familia ha solicitado ayuda financiera, a través de programas actualmente disponibles en la escuela y la parroquia, y se le ha notificado que hay ayuda disponible a ellos.
- A copy of the tuition statement from the school is attached. – *Se adjunta copia del estado de cuenta de matrícula de la escuela.*
- The family has included a copy of their 2024 Federal Income Tax Return, Form 1040 with Social Security numbers **removed**.
*La familia ha incluido una copia de su 2024 formulario de impuestos Federal 1040 con los números de Seguro Social **eliminado**.*
- The pastor and/or school administrator has filled out Section B indicating the involvement and participation of this family at the parish/school (**required**).
*El párroco y/o administrador escolar ha llenado la Sección B indicando el involucramiento y participación de esta familia en la parroquia/escuela (**requerido**).*
- The applicant has signed this form below (**required**). – *El solicitante ha firmado este formulario abajo (**requerida**).*
- The pastor and/or school administrator has signed this form at the bottom (**required**).
*El párroco y/o administrador de la escuela ha firmado este formulario en la parte inferior (**requerida**).*

Note: Tuition Assistance will be awarded in July 2025 and is to be applied to tuition for the 2025-26 school year.

Nota: La asistencia para la matrícula se otorgará julio de 2025 y se aplicará a la matrícula para el año escolar 2025-26.

Applicant Signature (required):

Firma del Aplicante (requerida):

Date:

Fecha:

Pastor Signature (required):

Firma del Párroco (requerido):

Date:

Fecha:

Families complete Sections A and C–F, print application, and sign their name before sending to parish or school administrator to complete Section B and for their signature.

Once the parish/school completes Section B, they send it to Catholic Foundation of Southern Minnesota.

If the application is incomplete (Section B or E not filled, Tax Forms not attached, or no signatures) it will be sent back to the school.



**St. Felix Catholic School
Scholarship Application – 2025-2026
DEADLINE MAY 2, 2025**

GENERAL INFORMATION:

Student Name(s): _____

Parents/Guardians Names: _____

Address: _____ Phone: _____

Parish Affiliation: _____

Father's Occupation: _____ Employer: _____

Mother's Occupation: _____ Employer: _____

Number of Children in Family: _____ Number of Children Living at Home: _____

Other Dependents Living at the Above Address: _____

We would like to apply for Adopt-a-Student Scholarship LaRocque Scholarship Amy Marx Scholarship

Yes, we have completed the Seeds of Faith Scholarship application

FINANCIAL INFORMATION:

Gross Family Income

Yearly: _____ (or) Monthly: _____

Medical Expenses (If Applicable): _____

Other Expenses, Losses, or Circumstances you have incurred or experienced that are pertinent to this application:

** Please include a copy of your Adjusted Gross Income (Page 1 of your Form 1040) **

Mother/Guardian Signature: _____ Date: _____

Father/Guardian Signature: _____ Date: _____

(Signatures are required)

All information given is confidential and will be used solely for the purpose of determining eligibility.