



ST. MARY'S PREPARATORY

3535 COMMERCE RD. * ORCHARD LAKE, MI * 248-836-1292

www.stmarysprep.com

February 2021

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

It is time to enroll your student for the 2021-22 school year at St. Mary's Preparatory.

We request that you submit the enclosed registration form, payment contract along with your initial non-refundable \$1,500.00 deposit by March 1, 2021 to reserve a space for your student. When he/she enrolls for the next school year, the \$1,500.00 deposit will be applied to his/her tuition balance. The remaining registration forms are due June 30, 2021.

St. Mary's has contracted with FACTS to manage tuition collection for the 2021-2022 school year. It is **mandatory** that every family is enrolled in FACTS. We will enroll/re-enroll families once we receive your student's payment contract. Parents who would like to split their student's tuition in half must submit separate payment contracts. Families may choose to pay their tuition in full or make semi-annual, quarterly or monthly payments through FACTS. The default payment plan is a monthly payment plan due on the 15th of the month. Please contact Ms. Kosco at 248-836-1292 if you would like to change your payment plan or payment due date once your FACTS account has been activated. Families may choose to be sent invoices from FACTS (default) or they may sign up for automatic deductions from a specified bank account, or charges to a specific credit card. Please log in to your FACTS account once it has been activated to set up automatic deductions. The enrollment fee is \$45 unless tuition is paid in full by August 15, 2021. We will waive the enrollment fee for families who pay in full by August 15. St. Mary's will assess a \$40 late fee to all payments not made on the due date you selected (1st or 15th).

Payment in full must be completed by August 15, 2021. Every family who selects this option but does not pay in full by August 15 will be automatically enrolled in a monthly payment plan and assessed a \$45 enrollment fee from FACTS.

Any family that pays in full by June 30, 2021 will receive a \$100 early payment discount off the price of tuition and will not be assessed the \$45 fee for enrolling in FACTS.

Applications for St. Mary's Preparatory financial aid are available online at <https://sssbynais.org>. Once you log on, click on Complete Your Parents' Financial Statement (PFS) and follow the instructions on the next page. Only one application needs to be submitted per family, even if you have more than one student currently attending St. Mary's. Families who applied for financial aid the previous school year only need to fill out a financial aid renewal form found at the bottom of the tuition page on our website (<https://www.stmarysprep.com/tuition>). 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 deadline to apply for financial aid is **May 1**.

The Archdiocese of Detroit also has up to \$1,100 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 apply online here: <https://online.factsmgt.com/aid>. See instructions on the back of this sheet. The application must be submitted on-line no later than **April 30**.

The financial aid links/information above may also be found on our website at <https://www.stmarysprep.com/tuition>.

Please call us at (248) 836-1292 if you have any questions as you complete your registration packet. We look forward to having your sons and daughters join us for a great year at St. Mary's.

Sincerely,
Robert Pyles
Headmaster

Archdiocesan Tuition Assistance for the 2021-22 School Year

Applications are currently available for up to \$1,100 need-based tuition grants from the Archdiocese of Detroit. The Archdiocese is now using FACTS Grant & Aid Assessment to evaluate financial need. In order to be eligible, applicants must be active, registered members of a parish within the Archdiocese. **PLEASE NOTE: THIS APPLICATION IS IN ADDITION TO THE FINANCIAL AID APPLICATION FOR ST. MARY'S PREPARATORY. SEE REVERSE FOR DETAILS.**

- Applications can only be completed on-line at <https://online.factsmgt.com/aid>. It is also available at <https://www.detroitcatholicschools.org/tuition-assistance-scholarships>.
- The FACTS on-line application fee is \$30. Please follow the payment instructions indicated on the application.
- The **mandatory** Pastor Signature Form is also available online: <https://www.detroitcatholicschools.org/tuition-assistance-scholarships>. It must be signed by your Pastor and **turned in to the Prep office no later than April 15, 2021** as verification that the family is an active parishioner at his/her parish. If the pastor does not verify that you are an active parishioner by his signature, 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 applications. Only one application is required per family for all eligible children to be considered for grants from the Archdiocese.
- **Application deadline is April 30. It's imperative that you have the application and all supporting documents uploaded by the deadline.**
- Receiving an award in previous years does not guarantee an award for the current year.
- At the end of May 2021, Award Status Notification will be sent to applicant's email. At the end of August 2021, schools will receive a Tuition Assistance Grant report to complete and return to the Office of Catholic Schools for processing of checks once all information is validated. The grant will be applied to your family's tuition balance or refunded (if tuition is paid in full) once the check is received by St. Mary's.
- Questions regarding the filling out and completion of the on-line application should be directed to FACTS Management at (866) 315-9262. General questions regarding the Tuition Assistance process can be answered by reading the Parent Information letter found on this link: <https://www.detroitcatholicschools.org/tuition-assistance-scholarships>.