



SETON CATHOLIC SCHOOL REGISTRATION CHECKLIST

Below is a list of everything you need to complete and submit to enroll your child at Seton Catholic School. Please check it carefully as packets that are incomplete or missing forms **will not be accepted until all information is received.**

For returning families: Automatic Enrollment deadline is Tuesday, January 31st.

**** Dress Down Passes given for completed forms received by Friday January 20th! ****

IMPORTANT: Please check off each item below and return this sheet with your registration packet.

Family's Last Name: _____

AUTOMATIC REGISTRATION DEADLINE 1/31/23 – RETURNING FAMILIES

- ☐ Registration Form (complete back for PK student or wrap around care)
 - The \$500.00 registration fee will be automatically deducted from your FACTS account on or about March 11, 2023.
 - If you are not returning, it must be communicated in writing to both the school and business offices by 1/31/23 to avoid being assessed the non-refundable registration fee.
Email can be used: Mary.Kase@dor.org & Andriana.Scott@dor.org
- ☐ Financial Information
 - **Signature AND Social Security Number** of individual financially responsible for payments.
 - Contact our Finance Director, Mary Kase, with any finance questions. Mary.Kase@dor.org
- ☐ Ambassador Program Form (if applicable)

ALL STUDENTS

- ☐ Registration Form
 - Check for \$500.00 registration fee made payable to Seton School
- ☐ Financial Information Form (back side of registration form)
 - **Signature AND Social Security Number** of individual financial responsible for payments.
 - Contact Mary Kase with any finance questions, email: Mary.Kase@dor.org
- ☐ Ambassador Program Form (if applicable)

NEW STUDENTS ONLY

In addition to the items directly above, all new students enrolling at Seton School need to complete and submit the following:

- ☐ Copy of Birth Certificate
- ☐ Copy of Baptismal Certificate (if applicable - not necessary for acceptance)
- ☐ Parish Commitment Form (if applicable - for Grades K-6)
- ☐ New Student and Family Information Form (1 per child)
- ☐ Authorization for Release of School Records (For New/Transfer Students 1-6)

NEED HELP? ASSISTANCE IS JUST A PHONE CALL AWAY!

If you have any questions or need assistance with the forms, please contact Andriana Scott in the office by phone at (585) 473-6604 or by email at Andriana.Scott@dor.org.