



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 Monday, January 29th.

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

Family Name: «FAMILY_NAME»

AUTOMATIC REGISTRATION DEADLINE 1/29/24 – RETURNING FAMILIES

- Registration Form (complete back for Preschool student and/or Wrap Around Care)
 - A nonrefundable \$500.00 registration fee will be automatically deducted from your FACTS account on or about March 18, 2024.
 - If you are not returning, it must be **communicated in writing to both the school and business offices by 1/29/24 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)

NEW FAMILIES - ALL STUDENTS

- Registration Form
 - Check for \$500.00 nonrefundable 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.