

Saint Charles Catholic School

February 10th, 2016

Dear Parents/Guardians,

St. Charles Catholic School believes that every child should have the option of benefiting from a Catholic education. Thanks to our tuition assistance program, supported by each of our five parishes, we are able to welcome families from all circumstances.

Families who may require financial assistance are encouraged to submit a tuition assistance application to the Principal. All applications are confidential.

Please note that tuition assistance applications are required on an annual basis, even for families currently receiving assistance. Materials that are required from all applicants are:

- a. A completed and signed Tuition Assistance (Bursary) Program form
- b. Current Tax Assessment
- c. \$75.00 re-registration fee or \$100.00 new registration fee (if not previously submitted).

New applicants are also required to include a copy of the student's baptismal certificate.

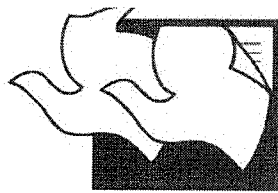
The Tuition Assistance (Bursary) Program application **must be received** in the office by **April 29, 2016**.

Please contact the school if you have any further questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read 'A. P. Penny', written over a light-colored background.

Dr. A. P. Penny, Principal



Saint Charles
Catholic School

TUITION ASSISTANCE (BURSARY) PROGRAM

Subject: Request for reference

Dear

St. Charles Catholic School is a co-educational school, offering grades Kindergarten to 8. We welcome all children who can benefit from our mission "to offer a welcoming, co-educational environment committed to nurturing our children's gifts, challenging for excellence and helping them achieve their full God-given potential".

While our primary goal is providing Catholic education for families from our supporting Parishes, our student body has students from many diverse backgrounds and faiths who wish to grow in a safe and caring community.

St. Charles Catholic School provides financial assistance to parents/guardians for the education of their children. To ensure that each application for financial assistance is evaluated fairly, the Tuition Assistance (Bursary) Committee requests the information outlined below.

All information provided will remain confidential.

The following parents/guardians have provided your name as their Pastor/Minister/Religious Leader:

Please provide the following information for each:

Name	<u>Member</u> (Yes/No)	<u>Active</u> (Yes/No)	<u>Comments</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Signature _____

Your prompt reply is requested and your input is appreciated.

Sincerely,

The Financial Assistance (Bursary) Committee
St. Charles Catholic School



Saint Charles
Catholic School

ST. CHARLES CATHOLIC SCHOOL TUITION ASSISTANCE (BURSARY) PROGRAM

School Year _____

Student(s) - Name _____

Parent/Guardian #1

Name _____

Occupation _____

Employer _____

Length of time _____

Parent/Guardian #2

Name _____

Occupation _____

Employer _____

Length of time _____

Number of Children under 16 years old _____

Religious Affiliation

Place of worship

Name _____

Address _____

Pastor/Minister/ Religious leader

Name _____

Address _____

Email _____

Other Relevant Information

Signature _____ Date _____

For Office Use Only

Date received _____

Baptismal Cert. _____

Rec'd. _____

On file _____

Tax Assessment rec'd _____

Date Reference request sent _____

Reference received _____

Amount approved _____

\$ _____

Date approval letter sent _____