



St. John Paul the Great  
**ACADEMY**

360 Prospect Street  
Torrington, CT 06790  
860-489-4177

**Admissions  
2022-2023**

**Admissions Process**

- All prospective families must complete a school application, meet with the Principal, Mr. Edward Goad, and allow for student screening of records and academic testing prior to a determination of acceptance.
- Screenings, new family interview and appropriateness of student for the school is at the principal's discretion. Acceptance is not assumed or guaranteed.
- All new students will be admitted to St. John Paul the Great Academy for a probationary period of one marking period.
- Initial admission carries with it no guarantee of continuing enrollment.

**Admissions for Pre-Kindergarten 3 Program**

- Applicant must be 3 years of age by December 31st.
- Applicant must be fully potty-trained including being able to handle all bathroom needs without assistance.
- A student application must be completed with all required materials as indicated on the application.
- Applicants may choose from the following attendance options:
  - Monday through Friday Half Days (11:15 AM dismissal)
  - Monday through Friday Full Days.

**Admissions for Pre-Kindergarten 4 Program**

- Applicant must be 4 years of age by December 31<sup>st</sup>.
- Applicant must be fully potty-trained including being able to handle all bathroom needs without assistance.
- A student application must be completed with all required materials as indicated on the application.
- Applicants may choose from the following attendance options:
  - Two, Three or Five Half Days (11:15 AM dismissal)
  - Two, Three or Five Full Days.

**Admissions for Kindergarten Program**

- Applicant must be 5 years of age by December 31<sup>st</sup>.
  - A student application must be completed with all required materials as indicated on the application.

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## **Admissions (continued)**

### **Admissions for Grades 1 through 8**

- A student application must be completed with all required materials as indicated on this application.
- Release of records/proof of attendance from previous school is required.
- Prospective students will be subject to an academic screening prior to acceptance.
- A “Shadow Day” for a student is strongly encouraged so that the prospective student gains a sense of a typical day at St. John Paul the Great Academy.

## **Frequently Asked Questions**

**Is Financial Aid Available?** Yes, in addition to our “Just” Tuition Model, the Bruttomesso Scholarship is available but only to those families who apply and then qualify. In order to be eligible to qualify, families must complete the necessary application and submit the required documents. Some families, despite completing these requirements, may not be awarded aid.

**What Are the School Day Hours?** Pre-K students’ Full Day is 7:40 AM- 2:00 PM. Half Day Pre-K students dismiss at 11:15AM. Students in K through Grade 8 attend school from 7:40 AM to 2:00 PM and may begin arriving at 7:25 AM.

**How Many Students Are in Each Class?** Our S.T.R.E.A.M. Model Teacher to Student ratio is 1-20.



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**“Just” Tuition Rates Grade Kindergarten through 8  
2022-2023**

**Why Just Tuition?**

- The Goal: Make Catholic education accessible to any family who seeks it.
- The Strategy: Provide a tool to support families to make Catholic Education a reality.
- The Tactic: To create a tuition based on a data driven system that uses a shared formula.

**Who Can Apply?**

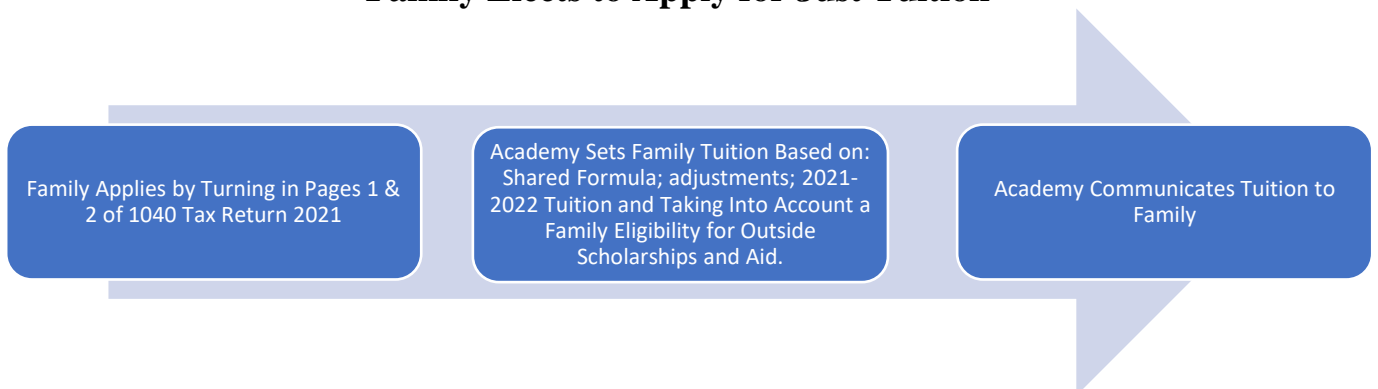
- Just tuition is not limited to low-income families; any family who applies for the 2022-2023 school year at St. John Paul the Great Academy can apply and discuss tuition options with school leaders.

**Key Aspects**

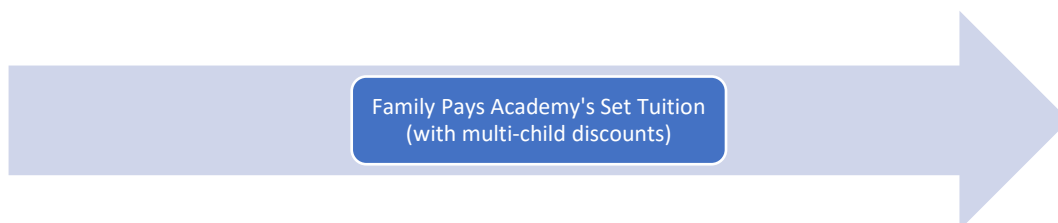
- Calculates tuition to the unique circumstances of each family.
- Participation in Just Tuition is voluntary. Families who opt out can choose to pay the set tuition.
- St. John Paul the Great Academy remains in complete control of tuition rates.
- Increased enrollment leads to a healthier education and more sustainable school environment.

**How it Works?**

**Family Elects to Apply for Just Tuition**



**Family Chooses Not to Apply for Just Tuition or Declines to Share any Personal Financial Data**



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**Pre-K3 and Pre-K4 Tuition Rates  
2022-2023**

<b>Full Day 7:40 AM – 2:00 PM</b>	<b>Tuition Rate</b>	<b>Payment Option 1 One Annual Payment On or Before July 1</b>	<b>Payment Option 2 All FACTS Tuition 10 Monthly Payments Beginning July 20. Each Withdrawn on the 20<sup>th</sup> of the Month.</b>
<b>Tuition Rate</b>			
<b>3 full days/week</b>	<b>\$3,828.00</b>	<b>\$3,828.00</b>	<b>10 months=\$382.80</b>
<b>5 full days/week</b>	<b>\$6,380.00</b>	<b>\$6,380.00</b>	<b>10 months=\$638.00</b>
<b>2 full days/week</b>	<b>\$2,552.00</b>	<b>\$2,552.00</b>	<b>10 months = \$255.20</b>
<b>The Pre-K3 and Pre-K4 Tuition Rates are not eligible for the “Just” Tuition Rates.</b>			

<b>Half Day 7:40 AM – 11:15 AM</b>	<b>Tuition Rate</b>	<b>Payment Option 1 One Annual Payment On or Before July 1</b>	<b>Payment Option 2 All FACTS Tuition 10 Monthly Payments Beginning July 20. Each Withdrawn on the 20<sup>th</sup> of the Month.</b>
<b>Tuition Rate</b>			
<b>3 half days/week</b>	<b>\$2,508.00</b>	<b>\$2,508.00</b>	<b>10 months=\$250.80</b>
<b>5 half days/week</b>	<b>\$4,180.00</b>	<b>\$4,180.00</b>	<b>10 months=\$418.00</b>
<b>2 half days/week</b>	<b>\$1,672.00</b>	<b>\$1,672.00</b>	<b>10 months = \$167.20</b>
<b>The Pre-K3 and Pre-K4 Tuition Rates are not eligible for the “Just” Tuition Rates.</b>			



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**Kindergarten through Grade 8 Tuition Rates  
2022-2023**

**Tuition Rate  
\$5,000**

- Kindergarten through Grade 8 Tuition Rates are eligible for "Just" Tuition.
- Please Note: Families can choose from the full payment plan and the 10 Month Budget Payment Plan.

**Tuition Discounts & Scholarships**

- Multiple Child Discount: 1<sup>st</sup> Child \$5,000; 2<sup>nd</sup> child: \$4,500; 3<sup>rd</sup> Child: \$4,000
- Please note: The 2% Early Full Tuition Payment Discount Has Been Removed
- Please Note: Those families who utilize the multiple child discount will continue to be eligible for Scholarships.

**Just Tuition**

- Minimum Tuition Set at \$2,500 per child.
- Families with extenuating circumstances who cannot afford their set tuition may call the parish office to schedule a meeting with the Pastor of St. John Paul the Great Academy and Parish, Fr. Emmanuel.
- If you submitted your 1040 for any Financial Aid Scholarships, including Bruttomesso, you will need to resubmit page 1 and 2 of 1040.

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## **Financial Obligation Policy 2022-2023**

Upon registration, each family **MUST** sign a copy of the Tuition Contract and the Statement of Fundraising Obligation & Volunteer Hours. These forms must be returned to the school office along with the Registration Form and the \$100.00 per FAMILY non-deductible, non-refundable registration fee and all other required paperwork that is included in their Registration Information. **Registration deadline is May 31. Late registration is only accepted if space is available.**

### **Tuition is due according to one of the following two payment options:**

**1. Option 1\*: Annual:** Full tuition payable by July 1.

**Option 2: All FACTS 10 Month Tuition Management agreements begin July 20, 2022.**

FACTS provides for an automatic payment plan that includes a \$45.00 enrollment fee charged by the company.

### **Delinquent Tuition**

1. For those families who choose to pay their tuition by Option 1, payment **MUST** be made on or before July 1. Any delinquent tuition accounts need to be reviewed by Father Emmanuel and the student's parents in order to continue in school. No EXCEPTIONS.
2. A fee of \$25.00 will be assessed for each check returned by the bank.
3. No post-dated checks will be accepted.

### **Tuition Refunds**

If a student withdraws from the school during the school year, a refund shall be due according to the following:

1. Tuition is divided over 10 months and a refund will be issued for dollars paid in excess of the calculated amount for the months enrolled. Any days enrolled in a month will count as a full month of enrollment.

## **2022-2023 Financial Obligation Policy (continued)**

2. Any other outstanding financial obligations (Fundraising, After School, Meals, etc.) will be deducted from the calculated refund due.

### Fundraising Obligation

1. The fundraising pre-payment obligation **MUST** be paid in full by July 1, 2022.

Paid Registration Fee

Paid \$300 APA Fee

Paid \$1500 Opt Out



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**Tuition Contract  
2022-2023**

**I. Family Information:**

Family Name: \_\_\_\_\_

Student Name: \_\_\_\_\_ Grade in Aug. \_\_\_\_\_

Student Name: \_\_\_\_\_ Grade in Aug. \_\_\_\_\_

Student Name: \_\_\_\_\_ Grade in Aug. \_\_\_\_\_

**II. Person Responsible for Tuition Payments:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Option 1: ANNUAL (Payment due on or before July 1, 2022)

Option 2: All FACTS 10 Month Tuition Management agreements begin July 20, 2022.

**Provisions will be made to allow computer access in the school office for anyone needing to submit a FACTS Application electronically.**

**I understand the terms of the Financial Agreement as stated in the St. John Paul the Great Academy Financial Obligation Policy. I agree to meet the required payment deadlines according to the option I have selected below, and I understand that failure to do so will result in my child unable to return to school. Please return this form to the school.**

\_\_\_\_\_  
Signature of Payee

\_\_\_\_\_  
Date

- There is a \$100.00 per FAMILY non-refundable REGISTRATION FEE, which is not applied to tuition.
- Tuition payment payable to: St. John Paul the Great Academy.
  - Remit payment to: St. John Paul the Great Parish, c/o Bookkeeper, 160 Main Street, Torrington, CT 06790

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**Academy Parent Association (APA)  
Fundraising Obligation  
2022-2023**

**Family Name:** \_\_\_\_\_  
(Please print)

I/We understand that in addition to the tuition payment, a total fee amount of **\$300.00 or \$1,500.00** must be met for the 2022-2023 school year.

Signature of Payee #1: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Payee #2: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return this form to St. John Paul the Great Academy with your Registration Information. Payment must be made by July 1, 2022.**

**Fundraising Goal & Volunteer Hours  
2022-2023**

Buy Out Fee: Pay (upfront in July) \$1,500, includes \$300 APA Fee, \$600 Fundraising Goal, 20 Hours Volunteer Service

Pay APA Fee \$300 (upfront in July). Meet a \$600 Fundraising Goal.  
Meet a Minimum 20 hours of Volunteer Service Hours

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**RELIGIOUS INFORMATION:**

Religion of: Student		Father		Mother		Guardian	
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**If Catholic, please list the parish(es) or church your family is registered with or regularly attends:**

Parish/Church		Town	
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If Catholic, does your family contribute to your parish via the envelope system?	Yes		No	
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If Catholic, please provide the following information concerning the applicant:

Baptismal Date:		Name of Church		Town, State	
First Communion Date:		Name of Church		Town, State	
Confirmation Date:		Name of Church		Town, State	

If not Catholic, please note denomination:	
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**ACADEMIC BACKGROUND:** Please list all schools the applicant has previously attended.

School Attended	Grades completed	List Years Attended	Reason for leaving

Has your child ever been expelled or refused admission or readmission from any school?	Yes		No	
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If yes, state the name of the school, and the reason for the action.	
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Has your child ever received or been evaluated for Special Education Services in a private or public setting?	Yes		No	
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If yes, please identify who did the evaluation, and provide a brief description of the services required and the services provided below.

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Has your child ever undergone psycho-educational testing?	Yes		No	
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If yes, please provide a brief description of the testing done	
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Name and Address of the tester		
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*I hereby give St. John Paul the Great Academy the right to contact any previously attended school in regards to the recent enrollment of my child. I hereby authorize said school to supply any and all information requested. I release all persons, companies and corporations supplying and receiving such information to St. John Paul the Great Academy, the Archdiocese of Hartford, and anyone acting on its/their behalf from and against any and all liability which might result from furnishing or receiving such information. I hereby certify that the information submitted in the application process, including this application is true. I understand that if it is determined that any information I have provided is false, the admission of my child may be revoked, or if my child is already in attendance, he or she may be subject to immediate expulsion.*

<b>Parent or Guardian Signature</b>	<b>Date</b>	<b>Parent or Guardian Signature</b>	<b>Date</b>

*St. John Paul the Great Academy is a Catholic school that accepts students from different religious, racial, and ethnic backgrounds.*



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**Probationary Acceptance  
2022-2023**

I understand that my child, \_\_\_\_\_, has been provisionally accepted at St. John Paul the Great Academy. At the completion of the First Marking Period, a conference will be held with the parent(s)/legal guardian(s), teacher and/or principal in attendance. An evaluation of behavioral and academic success will be discussed to determine continued attendance in our Academy's program.

Parent/Legal Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Legal Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Principal Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**(Please return this form to school.)  
(One form for each child.)**



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**Consent For Treatment  
2022-2023**

**This form must be completed when registering for St. John Paul the Great Academy. No student will be allowed to register without a fully completed CONSENT FOR TREATMENT form. Please return this form to school.**

Dear Parents,

As stipulated in the General Liability Policy of the Catholic Mutual Group for the Archdiocese of Hartford, students are **NOT** covered for medical expenses resulting from any injury received at school; injury claim should be referred to the major medical coverage in force for your child.

Now would be a good time for you to review your insurance coverage for your child. Please be assured that the school takes every precaution, through health and safety instruction, to alleviate any serious injuries that could occur both on the playground and in the gym area.

In the event of a medical situation due to illness or accident to your child, we will need your consent to insure immediate medical treatment. Please read and sign the statement below.

**I understand that should an accident, illness or medical emergency arise, St. John Paul the Great Academy staff will try to notify me immediately. However, in the event I cannot be reached by telephone, I authorize any medical or surgical treatment, x-rays, examinations, prescription drugs, etc., deemed necessary by a licensed medical physician.**

Child's Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Home Phone: \_\_\_\_\_

Physician's Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Mother's daytime phone number: \_\_\_\_\_ Father's daytime phone number : \_\_\_\_\_

Parent or Legal Guardian Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(One form for each child)

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## Student Information Form

In order for the school to have the most up-to-date information, please complete and return this form before July 31<sup>st</sup>.

Student(s) Name	Date of Birth	Grade	Gender	
			male	female
			male	female
			male	female

Telephone			
Home			
Mom cell		Dad cell	
Mom work		Dad work	

Home Address(es): (List student, parent, etc.)	City	State	Zip code

Email: List email addresses to which school correspondence should be sent

Transportation		Morning bus pick-up address:	
To school:	Car      Bus		
From school:	Car      Bus	Afternoon bus drop-off address:	
		If drop-off is a sitter or Day Care, enter Program Name:	
In case of early dismissal due to inclement weather, child is to:			
Go to the home address		Same as above	Alternate way (Please specify):

### Emergency Contact(s):

In the event that the school is unable to contact either parent, please list two other responsible parties (including relationship and phone number) whom the school may contact:

Name	Relation	Telephone

In case of emergency and in the event that all options as listed above have been exhausted, please indicate the action(s) to be taken by St. John Paul the Great Academy:
Call Dr. _____, telephone _____ and proceed as instructed.
Transport my child to the emergency room.
Hold my child at St. John Paul the Great Academy until I can be reached.
Proceed according to the best judgment of the school nurse or principal.
Other:

This information will remain on file in the school office during child's enrollment at St. John Paul the Great Academy. Updates and corrections will be requested annually together with your signature. **As a parent or legal guardian, you will be responsible to notify the school office of any necessary changes in the interim.** After you have completed the information, please sign and date below and return to the school office or email to: [admin@sjptga.org](mailto:admin@sjptga.org).

\_\_\_\_\_  
Parent / Legal Guardian Signature

\_\_\_\_\_  
Date



# Tuition Management

**FACTS provides flexible payment plan options to families at private and faith-based schools. Families can budget their tuition, making private school more accessible and affordable. Our process is simple, convenient, and secure.**

**To set up your FACTS agreement, visit your school's website and locate the FACTS link, or go to <https://online.factsmgmt.com/signin/3JPZ6>**

## FACTS Confirmation Notice

Once your information is received and processed by FACTS, you will receive a FACTS Confirmation Notice. This notice will confirm your payment plan information. Please check this information for accuracy, and contact your school or FACTS with any discrepancies.

## Frequently Asked Questions

- **Is my information secure?**  
Yes. Your personal information, including payment information, is protected with the highest security standards in the industry. For more information on security, visit [FACTSmgt.com](https://factsmgmt.com).
- **When will my payments be due?**  
Your payment schedule is set by your school, and your financial institution will decide the time of day your payments are processed.
- **What happens when my payment falls on a weekend or a holiday?**  
Your payment will be processed on the next business day.
- **What happens if a payment is returned?**  
Returned payments may be subject to a FACTS Returned Payment Fee; watch for a returned payment notice for additional information.
- **How do I make changes once my agreement is on the FACTS system?**  
Changes to your address, phone number, email address, or banking information can be made at <https://online.factsmgmt.com> or by contacting your school or FACTS. Any changes to payment dates or amounts need to be approved by the school and the school will then need to notify FACTS. **All changes must be received by FACTS at least two (2) business days prior to the automatic payment date in order to affect the upcoming payment.**
- **What is the cost to set up a payment plan?**  
If an enrollment fee is due, the amount of the fee is indicated when setting up your agreement. If applicable, the nonrefundable FACTS enrollment fee will be automatically processed within 14 days of the agreement being posted to the FACTS system.

## FACTS Customer Service

We are committed to doing all we can to provide you with the highest quality customer service in the industry. Whether you want to view your account online or speak with one of our highly trained customer service representatives, FACTS is dedicated to serving you.

**To view your payment plan details, login to your FACTS account at [online.factsmgmt.com](https://online.factsmgmt.com). Customer Care Representatives are also available to assist you 24/7.**

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For more information, visit [FACTSmgt.com/payment-plans](https://factsmgmt.com/payment-plans)

