

St. Mary School
106 Jackson Street, P.O. Box 780
Fishkill, NY 12524
(845) 896-9561

January 13, 2017

TO: Parents/ Guardians

FR: Barbara Schwiebert

RE: **IMPORTANT – 2017-18 SCHOOL YEAR REGISTRATION INFORMATION**

At the end of this month we will celebrate Catholic Schools Week, an excellent time to step back and look at the difference a Catholic school education makes in the life of a child. Throughout St. Mary School's rich history, students have grown spiritually, academically, and personally – we continue to support the formation of saints and scholars. The power of Catholic education is evident at our school, and we are thrilled to continue that tradition in the 2017-18 school year!

The 2017-18 school year registration process will soon be underway. Your completion of the registration process, including payment of the non-refundable registration fee, indicates your commitment to having your child attend St. Mary School for the 2017-18 school year.

In the coming weeks, you will be receiving an email welcoming you to our new online enrollment process which opens January 31, 2017. Completion of the online enrollment process will secure a seat for your child(ren).

This new way of registering your child(ren) for 2017-18 is being administered by the company TADS. With the addition of the TADS Enrollment module we continue to move toward a fully integrated and online process for our families. We are now using TADS Admissions, Enrollment (Registration), and Financial Aid (where applicable) in addition to TADS Educate for our student information system. You should know that TADS **will not** be replacing our current tuition billing system (Smart Tuition) for the 2017-18 school year; you will continue to pay tuition and other related school fees through Smart Tuition.

You will receive a separate email for each student who will be attending our school. This email, which will be sent from support@tads.com, will include a brief overview of the registration process and a link that is unique to your child's information for enrollment including related payment due and grade level for 2017-18 school year.

REGISTRATION PAYMENTS IN TADS

Registration fees (and Re-registration fees) will be applied to **each** student registered and are due at the time of registration. A reduced registration fee rate is being offered on those students who are registered by the following dates:

- February 28, 2017 – returning students
- April 14, 2017 – new families (including all students entering Kindergarten)

You must complete this process no later than the above date to receive the reduced rate. In addition, we cannot guarantee a seat for your child if do not complete the process and pay the related charge(s) by that date.

Please note that if you have previously used TADS for Admissions or Financial Aid, you will be asked to log into TADS with the account you created at that time. You must use the link in each email you receive in order to see the correct information for the 2017-18 school year. Payments will be made per student.

Thank you for your continued commitment to Catholic education for your child(ren).

Sincerely,

A handwritten signature in black ink, appearing to read 'Barbara Schwiebert', with a long, sweeping flourish extending to the right.

Barbara Schwiebert
Principal