

ST BRIGID/OUR LADY OF HOPE REGIONAL SCHOOL

101 Maple Avenue, Westbury, NY 11590 • (516) 333-0580 • www.stbolh.org



2020-2021 Automatic Re-enrollment

November 4, 2019

Dear Parents/Guardians,

We are excited to announce a **new automatic re-enrollment policy**. This decision was made after approval by the members of our Regional School Board and the support of Parents' Association leaders. Automatic re-enrollment means that once a student attends St. Brigid/Our Lady of Hope Regional School, enrollment automatically renews each year until your child graduates from 8th grade. Re-enrollment is assumed unless you notify the school by Friday, January 24, 2020 that you will not return for the 2020-2021 academic year. The purpose of this new policy is to make it as easy as possible for the vast majority of the families who re-enroll every year to do so without going through an annual process of completing re-enrollment paperwork and sending registration fees.

The annual re-enrollment fee of \$160 per family and \$40 per each student, will be withdrawn from your FACTS account in February. Regular monthly tuition payments will begin in July and end in May. Tuition will not be collected in February because of the re-enrollment fees.

Students/families not returning to St. Brigid/Our Lady of Hope School for the 2020-2021 academic year **must notify the Business Office in writing of that intent by January 24** to avoid the automatic withdrawal of re-enrollment fees. Families in need of an extension must also contact the Business Office by January 24.

There is an acknowledgement form on the back of this letter that must be completed and returned on or before Friday, January 24, 2020.

A copy of your Donation Report from your Parish should be sent to the Business Office by March 30, 2020 in order to receive the discounted contributing tuition rate.

Accurate projected enrollment information is critical for effective planning for the upcoming academic year. We are confident that you will find this expedited annual re-enrollment process helpful. Please contact the Business Office regarding any questions you may have about the 2020-2021 re-enrollment process.

If you have any questions, please call the Business Office or email office@stbolh.org.

Yours truly,


Mr. Paul P. Clagnaz
Principal

Automatic re-enrollment means that once a student attends St. Brigid/Our Lady of Hope School, enrollment automatically renews until your child graduates from 8th grade. Re-enrollment is assumed unless you notify the Business Office in writing by January 24 that you wish to not return for the 2020-2021 academic year. To ensure that all current families are aware of the new re-enrollment policy, we kindly ask parents/guardians to sign and return the below acknowledgement as soon as possible. **NOTE: This document is ONLY an acknowledgement of the policy. Families have until January 24, 2020 to notify St. Brigid/Our Lady of Hope School regarding changes of enrollment status for the 2020-2021 academic year.**

As an acknowledgement of the new automatic re-enrollment policy, please sign and return this document to the Business Office.

ACKNOWLEDGEMENT

I acknowledge that I have read and understand the new automatic re-enrollment policy of St. Brigid/Our Lady of Hope School. I also acknowledge that I am financially responsible for my child(ren) until graduation or withdrawal from St. Brigid/Our Lady of Hope School.

Children currently enrolled at St. Brigid/Our Lady of Hope School

1. _____
2. _____
3. _____
4. _____

Parent/Guardian Name (Please print): _____

Parent/Guardian Signature: _____

Date: _____

Contact the Business Office at office@stbolh.org or (516) 333-0580 with any changes in family or personal information (i.e. address, phone, email, emergency contacts).