



Immaculate Conception School

Required Documents

Thank you for your interest in the Immaculate Conception School. Please take time to read over your information folder. Enclosed you will find a New Student Application, Authorization and Release Form, Tuition and Fees Sheet, Registration Information and Bank Information.

The application must be accompanied with a copy of the following documents. The application will not be complete until the office has all documents on file.

1. Birth Certificate
2. Baptismal Certificate
3. First Communion Certificate (3rd – 7th Grade)
4. Updated Immunization Records
5. Social Security Card
6. Current Report Card (Kindergarten – 7th)
7. All previous Report Cards (Kindergarten – 7th Grade)
8. Standardized Test Scores (3rd – 7th Grade)
9. Doctor's note on allergies (if applicable)
10. Custody Documents (if applicable)

IMMACULATE CONCEPTION SCHOOL

4520 Sixth Street Marrero, LA 70072

2021-2022 NEW STUDENT APPLICATION

Please complete the entire application. The application will not be reviewed until all supporting documents are received.

According to Louisiana RS17.151.3, student must be 4 yrs of age by Sept. 30th in order to enter Pre-Kindergarten Four, and 5 yrs of age by Sept. 30th to enter Kindergarten.

LOUISIANA STATE LAW requires that all immunizations be up to date and on file in the school office. Students entering sixth grade must provide satisfactory evidence of current immunizations against meningococcal disease.

Application Date	Grade Entering	Child's Date of Birth	Child's Social Security #
Child's Last Name	Child's First Name	Child's Middle Name	
Child's Street Address	City	Zip Code	
Home Phone Number (____) _____	Place of Birth (City & State)		

(Please circle appropriate one for State & Federal purposes only)

Child's Sex (circle one) Male Female

Race (circle one) Am. Indian Asian Black Native Hawaiian/Pacific Islander White Two or more races

Ethnicity (circle one) Hispanic Non-Hispanic

Child's Religion: _____ (The child will not be considered Catholic without Baptismal Certificate.)

If not Catholic, would you like your child to be baptized Catholic? ____ yes ____ no

Baptismal Date	Church	City
Communion Date	Church	City
Church Parish you reside in	Public School your child would be required to attend	

Last School Student Attended	City	State	Zip
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What is your child's primary language? _____

What is the language most commonly spoken at home? _____

Has your child had an educational evaluation? Yes No

Has your child had a psychological evaluation? Yes No

If so, please describe the results of the evaluation(s).

If so, who is the agency(ies) that provided the evaluation? _____

If your child has received an educational or psychological evaluation, you are required to submit a copy of that evaluation.

Has your child been recommended to or has received additional educational services (for example, tutoring, oral testing, preferential seating)? Yes No

If so, please describe the additional services. _____

The natural parents to the child applying are: Married Separated Divorced Never Married

IF NOT MARRIED PLEASE ANSWER THE FOLLOWING

Who has custody of the child applying? _____

Person's Name

Relationship to child

With whom does the child reside? _____

Person's Name

Relationship to child

Where the legal custody of a student has been judicially assigned to one parent, to a legal guardian, or to foster parents, a certified copy of the same shall be kept on file with the student's records. In the absence of a legal document, a child may be released to either parent.

In the absence of a court order, a school will provide the non-custodial parent with access to the academic records and to other school-related information regarding the child. If there is a court order specifying that there is to be no information given, it is the responsibility of the custodial parent to provide the school with an official copy of the court order.

To be completed only if applying for Nursery through Kindergarten.

Is your child attending a daycare facility? _____

If yes, name the facility and how long attended. _____

Note:

Children entering PreK-3 through Kindergarten must be completely potty trained and must be able to take care of their own bathroom needs. I understand that the administration of Immaculate Conception School reserves the right to remove my child from the Early Childhood Program if he/she is not full potty trained upon entering PreK-3.

PARENT/GUARDIAN INFORMATION

Mother's Last Name

First Name

Maiden Name

Date of Birth

(____)_____
Home Phone Number

(____)_____
Cell Phone Number

(Please circle appropriate one for State & Federal purposes **only**)

Race (circle one) Am. Indian Asian Black Native Hawaiian/Pacific Islander White Two or more races

Ethnicity (circle one) Hispanic Non-Hispanic

Address (if different from child) (Street) (City) (Zip)

Place of Employment

Occupation

Work Phone Number

E Mail Address (Please Print Clearly)

Religion

Father's Last Name

First Name

Middle Name

Date of Birth

(____)_____
Home Phone Number

(____)_____
Cell Phone Number

(Please circle appropriate one for State & Federal purposes **only**)

Race (circle one) Am. Indian Asian Black Native Hawaiian/Pacific Islander White Two or more races

Ethnicity (circle one) Hispanic Non-Hispanic

Address (if different from child) (Street) (City) (Zip)

Place of Employment

Occupation

Work Phone Number

E Mail Address (Please Print Clearly)

Religion

STEP PARENT INFORMATION

Step-Mother's Last Name

First Name

Maiden Name

Date of Birth

(_____)_____
Home Phone Number

(_____)_____
Cell Phone Number

Place of Employment

Occupation

Work Phone Number

Step-Father's Last Name

First Name

Middle Name

Date of Birth

(_____)_____
Home Phone Number

(_____)_____
Cell Phone Number

Place of Employment

Occupation

Work Phone Number

EMERGENCY INFORMATION

List three adults your child may be released to if you cannot be reached

1. Name _____ Relationship _____

Address _____ City _____ Phone(Cell) _____

2. Name _____ Relationship _____

Address _____ City _____ Phone(Cell) _____

3. Name _____ Relationship _____

Address _____ City _____ Phone(Cell) _____

MEDICAL CONDITIONS/ALLERGIES

Please explain any condition that applies to your child.

Diabetes _____

Asthma _____

Headaches _____

Insect Stings _____

Nuts _____

Other Medical Conditions/Allergies _____

ADHD/ADD yes no

Medication Prescribed yes no

Name of prescribed medication _____

Physician's Name _____ Office Phone _____

Family Information

List all Siblings of Applicant:

Name: _____ Age: _____ School Attending: _____

Name: _____ Age: _____ School Attending: _____

Name: _____ Age: _____ School Attending: _____

Applicant's Grandparent(s):

Name: _____ Address: _____ Email: _____

Name: _____ Address: _____ Email: _____

Name: _____ Address: _____ Email: _____

Name: _____ Address: _____ Email: _____

Has your son/daughter had any relative attend Immaculate Conception School? Yes _____ No _____

Name: _____ Year of Graduation/Attendance _____ Relationship _____

Name: _____ Year of Graduation/Attendance _____ Relationship _____

I certify that all information is true to the best of my knowledge.

Name Printed

Signature

Relationship to Child

Immaculate Conception School admits students of any race, color, national and ethnic origin to all rights, privileges, programs and activities generally accorded or made available to students at the school. The school does not discriminate on the basis of race, color, national or ethnic origin in administration or educational policies, admissions policies, scholarships, loan programs, athletic and other school administered programs.



Immaculate Conception School

AUTHORIZATION AND RELEASE

I/we, parents of _____ (name of student/s), hereby authorize any school previously attended by our child, _____, including but not limited to any school denominated as a Catholic School by and/or under the vigilance of the Archbishop of the Archdiocese of New Orleans pursuant to Canon Law of the Roman Catholic Church and which my/our child has attended in the past, to send a copy of any and all school records, including but not limited to any and all transcripts, standardized test scores, attendance records, special-education records, disciplinary records, financial records in regard to payments of fees and/or tuition and/or any and all other educational and/or social or informational records, of (student/s) to Immaculate Conception School. The foregoing authorization also applies in the event that School, which is the school authorized to receive the foregoing records, receives an inquiry in the future from any other Catholic School as described above for records, and/or information; and, in that event, School is then authorized to send such records and/or information to the requesting Catholic School. Further, in consideration of the sending and receipt of such records any related consideration, I hereby agree to release, defend, indemnify and hold harmless the owners of and/or any such schools that send and/or receive the aforementioned records, The Roman Catholic Church of the Archdiocese of New Orleans, their members, directors, officers, administrators, principals, teachers, employees, agents and/or representatives and the Archbishop, bishops and all clergy of the Archdiocese of New Orleans, from any and all claims, demands and/or causes of action arising from the sending and/or receipt of the aforementioned records and/or from the content of such records.

Signature of Parent or Guardian

Date

Signature of Parent or Guardian

Date

Early Childhood Program Registration Information

The following must be read and accepted by parents that have a child entering the Pre-Kindergarten 3, Pre-Kindergarten 4 or Kindergarten program.

Immaculate Conception School Policy Early Childhood Program

Children entering the Early Childhood Program must be completely potty trained and must be able to take care of their own bathroom needs. I, the undersigned, understand that the administration of Immaculate Conception School reserves the right to remove my child from the Early Childhood Program if he/she is not fully potty trained.

I have read the above policy and understand that my child must be fully and completely potty trained before entering the Early Childhood Program at Immaculate Conception.

Student's Name

Grade Level Entering

Parent/Guardian Signature

Date

**IMMACULATE CONCEPTION SCHOOL
2021-2022 SCHOOL YEAR
REGISTRATION FORM**

Please read thoroughly
before signing at bottom.

Date: _____

Name(s) of Student(s):

Last Name, First Name (oldest to youngest) **Grade** **Reg. Entering** **Fee:**

				\$ 175.00
				\$ 150.00
				\$ 150.00
				\$ 150.00

Technology Fee (per child) PreK-3 to Grade 4 \$75.00

Technology Fee (per child) Grades 5-7 \$175.00

(Technology Fees can be paid with Registration, paid on May 15th with tuition or added to bank loan.)

Indicate Parish Affiliation Below

- Active Catholic Parish Supporter
- Non-Active Catholic Parish Supporter
- Non-Catholic

Please fill in ALL blanks.

Father Name: _____	Mother Name: _____
Cell Phone/Pager: _____	Cell Phone/Pager: _____
E-Mail: (Father) _____	E-Mail: (Mother) _____

Tuition Options and Fees Payment

TUITION PAYMENT OPTIONS: Please check one OPTION (Paid in Full is default if no option is checked)

Option 1 Option 2 Option 3

PAID IN FULL by May 15, 2021 **Bank Finance Tuition Only** **Bank Finance Tuition and Technology Fee**

New students must discuss tuition due dates and/or financing directly with the Gulf Coast Bank & Trust Line-of-Credit Gulf Coast Bank & Trust Line-of-Credit Gulf Coast Bank & Trust Line-of-Credit

Tuition Office. by May 15, 2021 by May 15, 2021

ENCLOSED FEES: (no cash)

Amount enclosed: \$ _____

Check or Money Order #: _____

SIGNATURE of parent/guardian enrolling child(ren) responsible for payment of tuition and fees:

X _____

Print Name: _____

<input type="checkbox"/>	For Office Use Only
<input type="checkbox"/>	IC Church Support Proof
<input type="checkbox"/>	Other Parish Voucher
<input type="checkbox"/>	Paid in Full
<input type="checkbox"/>	Date: _____ CK# _____
<input type="checkbox"/>	Amount: \$ _____



Immaculate Conception School

2021—2022 Tuition and Fees

Registration Fee for first child (Nursery – 7 th Grade)	\$175.00
Registration Fee for each additional child (Nursery – 7 th Grade)	\$150.00
<i>Registration Fee is non-refundable.</i>	
Technology Fee (per child) Grades PreK-3 to Grade 4	\$75.00
Technology Fee (per child) Grades 5-7	\$175.00 (<i>Rental Fee</i>)

TUITION RATES GRADES KINDERGARTEN to SEVENTH

Active Catholic Parish Supporter		Non Parish Supporter/Non Catholic	
One (1) Child	\$5,600.00	One (1) Child	\$6,100.00
Two (2) Children	\$9,800.00	Two (2) Children	\$10,675.00
Three (3) Children	\$12,600.00	Three (3) Children	\$13,725.00
Four (4) Children	\$14,000.00	Four (4) Children	\$15,250.00

TUITION RATES PreK-3 and PreK-4

Active Catholic Parish Supporter		Non Parish Supporter/Non Catholic	
PreK – School Day	\$6,100.00	PreK –School Day	\$6,600.00

TUITION RATES – Nursery, PreK-1 & PreK-2

Active Catholic Parish Supporter		Non Parish Supporter/Non Catholic	
School Day	\$6,400.00	School Day	\$6,750.00

*Summer session information (with comparable rates) will be distributed in April 2021.

An Active Catholic Parish Supporter is registered at a Catholic Parish who uses envelopes at least twice a month OR who contributes at least \$500 per year and can provide proof of contributions; or a family who can provide a voucher from another Catholic Church Parish, other than Immaculate Conception Parish, that the family supports will be accepted. When the voucher payment from the Archdiocese is received, the family tuition rate will be adjusted to that of an “Active Catholic Parish Supporter” for the amount received by voucher. The deadline to submit a voucher is May 15, 2021.

Non Parish Supporter/Non Catholic is for all other families, Catholic and non-Catholic, who are non-Parish supporters.

Payment Options: Nursery – 7th Grade There are two tuition payment options: Tuition paid in full by May 15, 2021 or bank financed through Gulf Coast Bank & Trust (July 1, 2021 – April 1, 2022)

Immaculate Conception School

2021-2022 Registration Information

PLEASE READ CAREFULLY AND THOROUGHLY

The Tuition Office of Immaculate Conception School is pleased to welcome you and your family to the 2021-2022 school year. The Tuition Office is available to answer questions you may have regarding registration fees or tuition. Please call (504) 347-4409 or email us at tuitionoffice@icschargers.org.

Registration will only be processed with payment attached and parent signature on form.

Registration Fees: (non-refundable) Oldest or only child: \$175.00 Each additional child: \$150.00

TUITION IS DUE: MAY 15, 2021.

Tuition payment options: Please indicate on the registration form which payment option is your preference. If no option is selected, the default payment option is PAID IN FULL due May 15, 2021.

Option 1: PAYMENT IN FULL anytime before May 15, 2021 once the student(s) are registered. Acceptable forms of payment: check, money order and cashier's check. Cash payments are only accepted at the Tuition Office. Partial payments towards full tuition amount are acceptable but must be completed prior to May 15, 2021. MasterCard and Visa payments (5% fee) will only be accepted at the Tuition Office. New students must discuss tuition due dates and/or financing directly with the Tuition Office.

Option 2: MONTHLY FINANCED- Line-of-Credit for Tuition through Gulf Coast Bank & Trust

- Lines-of-Credit are financed at nine and three-quarters percent (9.75% APR, daily periodic rate: 0.026712). Payments are due the first of the month, beginning July 1, 2021 and will be payable over a ten-month period (July 2021-April 2022). Families exceeding forty-five (45) days in delinquent payments will receive an out-of-school suspension notice for their child(ren). For more information about the Tuition Non-Payment Policy, please contact the Tuition office at www.tuitionoffice@icschargers.org.
- Once your registration form has been received at our office (the gray form), your tuition total will be sent to GCBT for account processing. You will be notified by email when your account is ready for activation. All accounts will be managed by parents on the internet with on-line access for all account activity including activation, statements and payments. It is the responsibility of parents registering their child(ren) to complete the financing steps by May 15, 2021 in order to avoid the late fee. Account access assistance will be available through GCBT. If you need more information, please call our office.
- Lines of Credit with GCBT are established for the full tuition amount due. Down payments can be made to the school to reduce the total finance amount if made prior to May 15, 2021.

TUITION RATE INFORMATION

- **Active Parish Supporter** is registered at a Catholic Parish who uses envelopes at least twice-a-month OR who contributes at least \$500 per year and can provide proof of contributions; or a family who can provide a Parish Affiliation Voucher from another Catholic Church Parish, other than Immaculate Conception Parish, that the family supports will be accepted. When the voucher payment from the Archdiocese is received, the family tuition rate will be adjusted to that of an "Active Catholic Parish Supporter" for the amount received by voucher. The deadline to submit your proof of contribution or a voucher is May 15, 2021.
- **Non Parish Supporter/Non Catholic** is for all other families, Catholic and non-Catholic, who are non-Parish supporters.

- **Church Parish Vouchers:** Contact your Church Parish office regarding vouchers. Vouchers are not accepted for Nursery - Pre-K3 student applicants per Archdiocesan policy.

Parent signature required: The person's signature on the Registration Form is responsible for tuition payments.

NSF or Returned Check Fees: For any checks made payable to Immaculate Conception School returned for insufficient funds or other reasons, a charge of twenty-five dollars (\$25.00) per returned check will be assessed. The check amount plus the twenty-five dollar (\$25.00) charge must be repaid to the school with a money order, cashier's check or cash within five (5) calendar days from the date of the notification sent from the check writer's bank. It is a crime (LSA-R.S. 14:71) to issue worthless checks, including but not limited to NSF checks, in the state of Louisiana and is subject to prosecution under the law. If the registration check is returned NSF and remains unpaid, the registration of the student(s) will be revoked.



GULF COAST BANK

EDUCATION SERVICES

Dear Parent,

Immaculate Conception School will continue to provide tuition and fees management through Gulf Coast Bank and Trust for the 2021-22 school year.

Our online tuition portal at <https://tuition.gulfbank.com> is available to you 24/7 offering the below payment options. If you already have an account, LOG IN by using your email address and password. First-time users click SIGN UP to create your tuition management account.

➤ **Pay by E-Check** *(Non-financing option)*

Pay the school in full by scheduling your One-Time payment through our website; all you need is your bank routing number and checking/savings account number. No payment fee applies to this option.

➤ **Pay by Loan** *(Financing option)*

Easy application for you to complete. School approval is required.

Here are a few items to keep in mind:

- ✓ Loan interest rate is 9.75%.
- ✓ One-time fixed \$25.00 Origination Fee per loan / school term.
- ✓ Option to finance a 10 month loan - first payment due July 1, 2021.
- ✓ Payments can be made online, at a branch location, by mail, bank draft, or pay by phone via checking account.
- ✓ Late fees incur if your payment is late after 10 days (refer to your borrower agreement for details).
- ✓ Final payment due April 1, 2022, however, you can pay your loan in full before the maturity date without penalty.
- ✓ Loans past due by 60 or more days may be referred to an attorney for further collection procedures.

Should you need assistance or have any questions, feel free to contact our full service team at **504-544-6370** or email tuition@gulfbank.com. We have local customer service experts readily available to assist you.

Sincerely,
Gulf Coast Bank Education Services

