



January 30, 2009

Dear Parents:

It's that time again, and we are pleased to offer another year of quality education at Queen of Angels Catholic School. We ask that you carefully read the instructions for completing the attached form. Please fill in the information on the attached Re-registration and Tuition Payment Preference form and return it with the non-refundable re-registration fee of \$200 **per child** to the school.

We also want to remind you of several school policies (page 10 in the Queen of Angels Catholic School Handbook). We are bringing these to your attention because we want to make sure that you clearly understand these policies will be implemented in the upcoming re-registration process. We are e-mailing this letter because we treasure each and every one of your children and want to make sure that there are no surprises in the re-enrollment process.

- The re-registration period will be **Friday, January 30 through noon on Friday, February 27**. A seat will be reserved for the 2009-10 academic year for your currently enrolled student(s) if you re-register by the February 27 deadline.

Due to the large number of applicants for all grades, we must make an informed decision about current students as well as new applicants by February 27th. If you do not re-register within the required timeframe, your child's application will go into the pool with all new applicants and thus your child may lose his/her seat for the new school year.


We want to be fiscally responsible, provide your child with the best academic program, keep tuition affordable, plan wisely, and warmly welcome new families into our school if seats are available. We cannot do all of these things if we are unclear through the summer as to the number of students in our classrooms. Thus, seats that have not been reserved through the completed re-registration process by February 27 will become available on March 2 to new applicants.

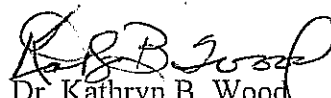
- Re-registration will be an option only for families whose financial commitment to the school is current.


Again, this is not a new policy. The opportunities we provide our students are supported by a budget approved by the Archdiocese of Atlanta.

We are grateful for the privilege of educating your children.

Sincerely,


Debra A. Kopec
Business Manager


Dr. Kathryn B. Wood
Principal


Molly Carlin
Assistant Principal/Admissions



Queen of Angels Catholic School
11340 Woodstock Road, Roswell, GA 30075
Re-Registration and Tuition Payment Preference Form
2009-2010 School Year

This form and the re-registration fee of \$200.00 per student must be returned to the school by noon on Friday, February 27, 2009.

My child(ren) will be returning to Queen of Angels Catholic School for 2009-10. yes no _____
(initial)

Billing Name _____

Address _____

City _____ State _____ Zip _____

Name of Student(s) _____
(please include only 2008-2009 currently enrolled students)

Tuition & Activity Fee for the 2009-2010 school year will be paid by: *(choose only one)*

_____ **Option 1 Payment in Full:** Single Payment due on or before June 12, 2009

Note: If payment is not received by the school on or before the due date, payment must be made through FACTS with the 10 Monthly Payment option listed below.

_____ **Option 2 Monthly Payments through FACTS**:** Automatic bank payments (ACH) through your checking or savings account may be made on either the 5th or 20th of each month.

Please choose a monthly payment plan listed below:

_____ A: 10 Monthly Payments (July 2009 through April 2010)

_____ B: 11 Monthly Payments (June 2009 through April 2010)

_____ C: 12 Monthly Payments (May 2009 through April 2010)

I agree to make tuition payments for the 2009 - 2010 school year according to one of the options above, and I understand that the re-registration fee is non-refundable.

Responsible Party Signature

Date

The re-registration fee of \$200.00 per student is non-refundable and due at the time of re-registration.

Please make checks payable to Queen of Angels Catholic School

***The FACTS Enrollment Fee (\$41.00) will be automatically deducted from your specified account during the month of April 2009.*