Dear Parent,

Thank you for your interest in Mary Star of the Sea Elementary!

We are currently accepting applications for the 2020 - 2021 school year. We welcome the opportunity to have you join our School Family. I have enclosed information and the necessary documents to make the admission process as smooth as possible. As soon as all paperwork is returned your child’s educational journey with us will begin.

To begin the process:
• Please complete the enclosed application and return to the office.
• Please enclose a $25 application fee
• Once the above is submitted the school will contact you to schedule new student testing.

For your information I have enclosed:
• Tuition and Fees
• Fundraising and Christian Service Information

For Kindergarten and 1st Grade Applicants:
• We will accept applications and assess students that are 5 years old by December 1st 2020 for Kindergarten and students that are 6 years old by December 1st 2020 for 1st grade.
• **MSSE recommends children age 5 by October 1st for Kindergarten and age 6 by October 1st for 1st grade.**
• Each child is an individual and together the parents and the principal will determine placement.

General Information:
• All students entering Mary Star of the Sea Elementary are given a placement test.
• The principal reviews the application and the results of the placement test.
• Parent/Student interviews may be requested and are recommended.
• Parents are notified in writing regarding acceptance.
• All students accepted are placed on probation for the first year per our Parent/Student Handbook.

Please visit our web site at [www.marystarelementary.com](http://www.marystarelementary.com). If you have any further questions, please contact the office at 310.831.0875. Again, thank you for your interest.

Sincerely,

[Signature]
James Cordero
Principal

[Signature]
Judy Vidaillet
Judy Vidaillet
Office Manager
Mary Star of the Sea Elementary
School Application

Student’s Name ___________________________________________  
First  Middle  Last

Parent/Guardian Name ___________________________________________  

Address ___________________________________________  
Address  City, State  Zip Code

Home Phone_________________ Work Phone_________________ Cell Phone_________________

E-Mail Address ___________________________________________  

Grade Entering (circle one) K  1  2  3  4  5  6  7  8  School Year 20____- 20____

School Currently Attending ___________________________________________  

Date of Birth_________________ Place of Birth ___________________________________________  

Social Security #_________________ Religion__________________________________________  

Mary Star of the Sea Active Parishioner  Yes  No  Envelope #_______

Documents Needed To Accompany This Application:

_____Birth Certificate  _____Baptismal Certificate  

_____Immunization Records  _____Communion Certificate  

_____Current Standardized Test Scores  

_____Report Cards (Gr. 1-8: current year, plus previous year)  
(Kindergarten: preschool progress report)  
_____$25.00 application fee (non-refundable)

Why do you want to send your child/ren to Mary Star of the Sea Elementary? ___________________________________________  

Referred to Mary Star of the Sea Elementary by:__________________________________________  

Parent/Guardian Signature ____________________________  Date __________________

*Students of the Catholic faith whose families are registered with Mary Star of the Sea Parish and meet the admission requirements are given first consideration for acceptance.
*Your child’s application is not necessarily given preference based on the date it is received in the Office.
*All paperwork must be completed and returned to the Office for evaluation.
*The principal may not evaluate your child’s application until he/she has taken the placement test and has had an interview, if applicable.

We will accept applications and assess students that are 5 years old by December 1, 2020 for Kindergarten and students that are 6 years old by December 1, 2020 for Grade One.

MSSE recommended dates are 5 years old by October 1st for Kindergarten and 6 years old for Grade One.
2020-2021 Tuition & Fees

Tuition: *Tuition is paid on a ten month basis, August to June (March payment will be for Re-Registration & General Fees),* through the SMART Tuition. Grade 8 Students will pay March tuition since they will graduate in early June. (page 44 of Parent Handbook) This form of payment is required by all parents. **ALL PARENTS ARE TO BE ENROLLED IN AUTOMATIC DEDUCTION FROM SMART TUITION.** The only exception to this is if tuition is paid in full directly to the school by Tuesday, August 6th.

In-Parish Discount Rate: *Students who are Catholic, are registered with the parish, the family is contributing to the weekly Sunday offering by using the Church envelopes with at least a $10.00 per week donation, and support the ministries of the church/school.*

1 student--------------------------------- $415.00 per month
2 students--------------------------------- $740.00 per month
3 or more students------------------------ $1025.00 per month

Non-Catholic and Out-of-Parish: Students who are not of the Catholic faith. Students who are Catholic, but do not meet the In-Parish requirements.

1 student--------------------------------- $470.00 per month
2 students--------------------------------- $915.00 per month
3 or more students------------------------ $1270.00 per month

International Students

$650.00 per month

Fees (Non-refundable):

**New Student Testing/Application Fee:** $25.00 per applicant (*due at the time application is submitted*)

**New Student Registration:** $190.00 per student (*due at the time of acceptance*)

**Re-Registration Fee: Due in March thru Smart Tuition**

$190.00 per student

**General Fee Per Family: Due in March thru Smart Tuition**

$275.00 for 1 student
430.00 for 2 students
585.00 for 3 students

Add $100.00 for each additional student over 3

This fee includes rental on textbooks, technology fees, consumable textbooks, insurance, standardized testing, classroom supplies, Art-to-Grow On, assignment notebooks, library needs, First Financial/Smart Tuition yearly enrollment fee, and Annual Casino Night Gala class basket.

**Late Fee:** A $40.00 late fee per month from Smart Tuition will be billed to you for any tuition not paid by the due date.

**Returned Check Fee:** A $25.00 fee for checks that are returned to the school due to lack of funds or any other bank problem that prevents the check from clearing.

**Christian Service:** Each hour is valued at $12.00. Twenty (20) hours are to be completed from May 1st to January 31st. Twenty (20) hours are to be completed from February 1st to April 30th. A total of 40 Christian Service Hours. **You will be billed for the number of hours not completed within this time.**

**Christian Service Hours are not transferred, credited or refunded.**

**Note: Maximum 10 hours credit for bake sales & Maximum 20 hours credit for the parish fiesta**

**Fundraising:** Each family is to choose one of the fundraising plans and complete the requirements of the plan by April 30th. Funds are not transferred, credited, or refunded.

**Sports Fee:** A $135.00 fee will be assessed for each sport that a student participates in. Each student may be required to purchase the necessary uniform at an additional cost.

**Eighth Grade Graduation Fee:** Each eighth grade student will be assessed $200.00 graduation fee (*DUE Wednesday, October 1, 2020*). This fee includes rental of the graduation cap & gown, diploma, class sweatshirt, graduation group photo, Knott’s Berry Farm class trip, and 3 tickets to the Baccalaureate luncheon.
Mary Star of the Sea Elementary  
717 South Cabrillo Avenue, San Pedro, CA 90731  
310.831.0875  

Fundraising and Christian Service Program

The Fundraising and Christian Service Programs are a vital part of our school. The programs provide needed personnel for student services/events and funds for the school. By enrolling your child/ren in Mary Star of the Sea Elementary, you have automatically committed yourself to both school programs. No aspect of either program may be transferred, credited, or refunded.

The following fundraising opportunities will count towards the $550.00 fundraising obligation to the school:

- Fall Fundraising Gift Wrap Catalog Sales (50%) – Kitchen & Internet Sales (40%)
- See’s Candy (50% on some items)
- Scrip Gift Cards (See Scrip list for fundraising percentages)
- Community Discount Cards (50%)
- Halloween Raffle Tickets (100%)
- Casino Night Gala Cash Raffle Tickets (100%)
- Jog-A-Thon (25%)
- Comedy Night Ticket Sales (for the price of 1 ticket value applied to the fundraising obligation) (1 per family only)

Please note that this list is subject to change.

Each family is required to make a choice as to the Fundraising plan they wish to commit to for the school year. The plan you decide, at the time of registration, is a commitment on your part and is to be adhered to as per the program’s structure. The requirements of the plan must be completed by April 30th of the school year. After April 30th the remaining balance, if any, will be calculated and billed.

Each family is required to complete 40 Christian Service Hours for the school year. The dollar value of each Christian Service hour is $12.00. Twenty service hours are to be completed by January 31st. The remaining twenty hours are to be completed by the end of the school year. You will be billed $12.00 per hour for the balance of Christian Service not completed in this time period. Christian Service hours are not transferred, credited or refunded. Once parents have committed themselves to a specific service/event, the parent is required to fulfill his/her obligation to the same. Parents who do not fulfill their obligation on the day and time of the service/event, will have the number of hours the job required ADDED on to their Christian Service obligation.

Parents, who agree to give service to programs that are designated as a yearly responsibility, are required to do so until the end of the program. Failure to complete a yearly service will result in a charge equaling the number of hours remaining multiplied by $12.00.

It is the responsibility of each parent to record their service hours on a Christian Service Hours Timesheet that is sent home routinely. It is also required that the time sheets be sent back to the school office by the date that is specified. Each family is suggested to keep track of their own record at home for reference.