

St. Luke PREP
1674 Old Freehold Road
Toms River, NJ 08755
732-505-0108

May 22, 2017

Dear Parents,

The registration process for the 2017/2018 school year is about to begin! Registration papers will be accepted in the PREP office beginning on **Monday, June 5 and will continue until Tuesday, August 1, 2017.** We will close registration on Wednesday, August 2 to get ready for the new school year.

To encourage you to register early, we offer an Early Bird Discount on the registration fee! If you register your children between June 4 - 26, you can save \$10/per child. Thank you in advance for your prompt response in registering your children in a timely manner.

The registration fee for the upcoming year will remain at **\$85 per student for all Grade Levels.** (This is capped at three students. There is no registration fee charged for additional children.) **A \$50 Sacrament Fee is due for those students in Level 2 and Level 8.** This is for the extra expenses incurred during this year and is in addition to the Registration Fee.

Level 8 Confirmation Class of 2018 - This is a reminder that your Level 7 Confirmation Booklet (orange folder) is due in the PREP office on or before August 1, 2017. All the Confirmation requirements need to be completed and approved.

Carpooling - With the high volume of registrations, it is nearly impossible for us to accommodate carpool requests if the paperwork for all the families involved does not arrive in our office at the same time. In order for us to try and honor your carpool requests, **COMPLETE REGISTRATION PAPERWORK** for every family involved in your carpool must come in to our office in the same envelope.

It is your responsibility to fill in all the papers properly and to include Baptismal certificates, transfer forms (where applicable) and the necessary registration or sacrament fees. Any registration packet received by our office that is not fully completed will be held aside and not processed. You will be contacted as to what is missing.

(Please, turn over.)

Enclosed please find:

Family Registration Form – Use this form to register all students in Grade Levels 1-8.

Emergency Contact/Information Form – Please fill out one form per student. We do not keep these from year to year as information changes. Please be sure to keep us updated on learning needs, medical issues and other concerns.

New Student Permanent Record Form – For New Students Only!

Please attach a copy of the child's Baptismal certificate (even if the child was baptized here at St. Luke Parish.) If the new student is coming from another parish with previous class experience, you also need a transfer form from that parish's Religious Education office.

Bring in or mail completed forms, with a check (payable to St. Luke Church) to the PREP office. Registrations will be processed based on the date they are received by our office. You will be notified by postcard of your child's placement within 4 weeks of processing.

If you have any issues, problems or concerns, please call the office at 732 505-0108. We are here to help! Thank you for your support and cooperation. Have a great summer!

Many Blessings!



Teri Frassetto, CRE

"Christ has no body now on earth but yours, yours are the only hands with which He can do His work, yours are the only feet with which He can go about doing good. Yours are the only eyes through which His compassion can shine forth upon a troubling world." – St Teresa of Avila

St. Luke Parish needs YOU!

- Catechists and Substitutes.
- Altar servers and Children's Choir (Grade Level 3 and above.)
- Extraordinary Ministers, Lectors and AV personnel.
- Children's Liturgy of the Word (Sundays 10:00 Mass)

We can't do this without YOU! Please call to volunteer.

PREP Office - 732-505-0108

Parish Office – 732-286-2222

2017/2018

P. R. E. P.

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FAMILY REGISTRATION FORM Levels 1 - 8

Please PRINT clearly and fill in all information.

FAMILY LAST NAME: _____

HOME ADDRESS, TOWN AND ZIP CODE: _____

PHONE: _____
Where you can be reached most often

E-MAIL ADDRESS: _____
Where you will check for messages

Below are the days and times for the PREP sessions.

For Levels 1-3-4-5-6, you must make 3 choices. Write in the Session Letter in order of preference for each student.

For students in Sacrament Preparation, there is only one session for each level. Write in appropriate Session Letter as 1st Choice.

LEVELS 1-3-4-5-6		
Session A :	Monday	4:30-5:45 pm
Session B :	Monday	6:15-7:30 pm
Session C :	Tuesday	4:30-5:45 pm
Session G :	Thursday	4:30-5:45 pm
For office use only Basics of Faith _____		

SACRAMENT PREPARATION	
Level 7 - Confirmation Preparation Class Session D : Tuesday 6:15-7:30 pm	
Level 2 - First Holy Communion Class Session E : Wednesday 4:30-5:45 pm	
Level 8 - Confirmation Class of 2018 Session F : Wednesday 6:15-7:30 pm	

Student's Name <i>First and Last</i>	Sex	Grade in School Sept 2017	Level in Rel. Ed. Sept 2017	Write in Session Letter in order of preference for Levels 1, 3, 4, 5, 6.			FOR OFFICE USE ONLY
				1 st choice	2 nd choice	3 rd choice	

VOLUNTEER INFORMATION:

I will help in my child's Religious Education program:

Catechist (Rel. Ed. Teacher) _____

Substitute Teacher _____

Desk Aide on Rel. Ed. Days _____

Daytime Office Help (mailings, etc.) _____

All volunteers who come in contact with children must be fingerprinted and must attend a VIRTUS Awareness Session.

FOR OFFICE USE ONLY	
Registration Fee	_____
Sacrament Fee	_____
Total Amount Paid	_____
Total Amount Due	_____

2017/2018

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RE Level in Sept

EMERGENCY CONTACT/INFORMATION FORM

One form per student

Please PRINT clearly and fill in all information.

Student's Name _____

Parent/Guardian's Name _____

Mom's Cell Phone _____ Dad's Cell Phone _____

Mom's Work Phone _____ Dad's Work Phone _____

Please indicate below the person to be contacted in case of emergency **(IF YOU CANNOT BE REACHED):**

Name _____

Phone _____ Relationship to child _____

ARE THERE ANY ISSUES FOR THIS CHILD WE SHOULD BE AWARE OF? *If so, please explain:*

LEARNING NEEDS?

Disability or Classification _____

Medication? _____

Other needs? _____

MEDICAL CONDITIONS? *(Diabetic, severe food allergies, etc.)*

CUSTODIAL ISSUES? *(Please attach any necessary documents for child's file.)*

OTHER CONCERNS? *(Dismissal, transportation, etc.)*

PICTURE TAKING AUTHORIZATION

Please check and sign.

I give my permission _____
I do not give my permission _____

for my child to be videotaped or photographed during Religious Education program activities. (ie: Confirmation, First Communion.)

Parent/Legal Guardian Signature: _____ Date: _____

For Office Use Only _____

St. Luke Parish

Religious Education Program

NEW STUDENT PERMANENT RECORD FORM

Please PRINT clearly. Thank you.

Is your family registered in this parish? YES _____ NO _____

Student's Name: _____ Female _____ Male _____
Last Name / First Name

Residence: _____
Address Town State Zip

Phone: _____ Birth Date: _____ Grade in School: _____ Level in Rel Ed: _____

Parish/School attended last year for Religious Education (if applicable):

Name: _____ Town and State: _____

Transfer Records Supplied? YES _____ NO _____ Baptismal Certificate Attached? YES _____ NO _____

Please note:

We keep a copy of your child's Baptism Certificate on file. Please attach copy to this form. Thank you!

SACRAMENT RECORD

SACRAMENT	DATE	CHURCH	LOCATION
Baptism*			
First Reconciliation			
First Communion			
Confirmation			

*Other: _____ Baptized in another denomination
 _____ Profession of Faith
 _____ Full Initiation (*Baptized after age 7*)

Date: _____ Parish: _____

Address: _____

City: _____ State: _____ Zip: _____

Mother's Name: _____
Last Name / First Name

Maiden Name: _____ Religion: _____ Deceased? _____

Father's Name: _____
Last Name / First Name

Religion: _____ Deceased? _____

Legal Guardian, if different from above:

Name: _____ Relationship to child: _____
Last Name / First Name

Residence: _____
Address

Town

State

Zip

