St. Luke PREP

1674 Old Freehold Road

Toms River, NJ 08755

May 29, 2018

Dear Parents,

Enclosed please find paperwork for the upcoming year:

**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 Form** (Level 1 or Transfer Students)

Please attach a copy of the child’s BIRTH CERTIFICATE and a copy of the BAPTISM CERTIFICATE. 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.

* Registrations accepted in the PREP office **June 4 – August 1, 2018.**
* Early Bird Discount of $10.00, if you register on or before June 18 ($75/child)
* After June 18 - the registration fee is **$85 per student for all Grade Levels**

 (Capped at 3 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 2019**

This is a reminder that your Level 7 Confirmation Booklet (orange folder) is due in the PREP office on or

 before August 1, 2018. All the Confirmation requirements must be completed and approved.

**CARPOOLING - This does not mean the children will have the same teacher, but we will do our best to place children in the same session (same day and time).**

* 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 come in to our office at the same time.

* In order for us to try and honor your requests, COMPLETE REGISTRATION PAPERWORK for all families involved must come in to our office **at the same time.**

**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

 **We are always in need of catechists (teachers), substitutes and desk aides. Please volunteer! ☺**