



NEW STUDENT REGISTRATION & GUIDELINES

1. When is registration?

Registration begins at 7:00 AM on the day on which you are eligible according to SFCS order of admission. Any registration electronically submitted prior to 7:00 AM, on your designated day, will not be considered.

- | | |
|---------------|--|
| February 21 - | Catholic children of registered parishioners in St. Francis de Sales parish and whose parent/sibling is an alumnus/alumna of St. Francis School. |
| | Catholic children of registered parishioners in St. Francis de Sales parish. |
| February 22 - | Catholic children of registered parishioners in other church parishes and whose parent/sibling is an alumnus/alumna of St. Francis School. |
| | Catholic children of registered parishioners in other church parishes. |
| February 23 - | Non-Catholic children whose parent/sibling is an alumnus/alumna of St. Francis School. |
| | Non-Catholic children |

2. What must be submitted electronically on registration day?

- a) The **registration form**, along with copies of your child's **birth certificate**, **social security card**, **immunization record** and **baptismal certificate** (not required for students registering on February 23), must be electronically submitted to sfcsregistration@sfcshouma.org on your designated day.
- b) The Registration and School Supply Fee of \$245 must be paid on registration day. The \$245 fee is non-refundable. Tuition fees are due at a later date. The Registration and School Supply Fee should be paid online at www.sfcshouma.org under the Admission Tab.

The registration form, birth certificate, social security card, immunization record, baptismal certificate, and Registration and School Supply Fee must be electronically submitted on your designated day for your child's registration to be considered for admission. Once all forms have been submitted and payment has been received, you will be notified by email of your child's admission status.