



# ST. Andrew Catholic Church

## Faith Formation and Sacramental Preparation Fee Information for 2022-23 Year

Dear Parents of Children and Youth in Faith Formation and Sacramental Preparation:

We hope and pray that you had a great and restful summer. It is almost time to begin Faith Formation again; our start date is scheduled for August 21, 2022. It is very important that you read this document in full as it pertains to faith formation fees for the 2022-23 year, that is about to begin.

Please keep our Mass and class schedules in mind when deciding whether to sign your child up for sports or other activities that take place on Sundays. Fees are non-refundable once the year has started.

When you register your child/youth, you are saying that you understand that your child/youth's participation in Faith Formation Ministry depends upon your willingness to make a spiritual commitment to your child/youth's religious formation and a financial commitment to pay tuition and/or volunteer on Sundays.

### **Faith Formation Fees**

Faith Formation fees are to help defray the cost of books, supplies, activities, food, and utilities for the use of rooms. This past year an increase in these costs, and the lack of payment for almost half of the registered families, created a greater gap in the cost of faith formation compared to the fees received.

While it is not the intent for Faith Formation to be solely supported by parents, there needs to be a smaller gap between the cost and the fees. We presented this past year's numbers to the St. Andrew Finance Committee and after careful and prayerful consideration from the members, and Fr. Leo's advice, it was unanimously decided that an increase was necessary. This was not an easy decision to make and it was made with the goal of minimal impact on our families.

### **Registration Fees**

The new fees include a \$25 per child/youth, non-refundable, registration fee.

We receive many registration forms from parents who never bring child/youth to class or only bring their child/youth to class once or twice during the year. When a registration form is received at the office, it goes to various people for processing. From verifying information, entering information in the computer, communicating with parents, creating files, binders, etc., to keeping track of Mass attendance, class attendance, and purchasing books for children, etc. This is very time consuming and costly.

We go through this process for many child/youth that end up not coming at all or coming just a couple to times. Therefore, beginning this year, we will be collecting a \$25 non-refundable, registration fee for each child registered in K through 12<sup>th</sup> grade. *There are no discounts for this fee and it is due when you submit your completed registration form. Registration forms without fees will not be accepted, which means your child/youth will not be on the attendance list for class.*

## **Payment of Fees Options**

Payment is due at the time of registration. Ideally, you will pay your fees in full when you register your child/youth (prior to August 31) to take advantage of the discount. If you do, you can either make a check payable to St. Andrew Catholic Church, or pay through our website ([www.standrew-orlando.org](http://www.standrew-orlando.org)) by using the “Donate” button. You must note “Faith Formation Fees” when completing the payment or we will not be able to apply the payment to your account.

We realize that not everyone can pay the full fee upfront, so you have the option of paying in installments with last payment due by December 30, 2022. If you have not paid in full by December 31, 2022, the year will not count toward your child/youth’s sacramental year or if in the second year of preparation for a sacrament; your child/youth will not make the sacrament that year.

In addition, if you have a pending balance from last year, you will need to pay the balance in full in addition to the \$25 registration fee in order to register your child/youth. You must also pay the 2022-23 Faith Formation fees no later than December 31, 2022.

When completing the registration form, please make sure that you check which option you would like to follow for paying your fees.

## **Discount / “Partial Reimbursement”**

Even though we have increased the fees, we are also offering a one-time 20% discount if you pay your fees in full when you register and not later than August 31, 2022. **This discount will not apply if you register your child/youth after August 31, 2022.** In addition, the discount does not apply to the \$25 registration fee or to any balance from the previous year.

**You can get a “partial reimbursement” at the end of the year for volunteering your time and talent during the year.** We need assistance with kitchen duties during faith formation and we need Assistant Catechists. Volunteering only once or twice a year will not fulfill this option. This needs to be a commitment during the faith formation year. If you are interested in this option, you will need to (1) get fingerprinted at a cost to you and be cleared to volunteer; and (2) pay all Faith Formation fees no later than December 31, 2022. At the end of the Faith Formation year (May 2023), we will review the times you have volunteered and a reimbursement not to exceed the 20% discount offered by those who paid prior to August 31, 2022, will be given to you in the form of a check. *You cannot opt to get both the “discount” and the “partial reimbursement” options.* You will need to choose which one you want, but you can still volunteer. Please complete the last item on the first page if you would like to volunteer.

The time commitment for Assistant Catechist for Kindergarten through 12th grade is approximately 90 minutes for 3 to 4 Sundays per month. The Kitchen duty commitment is for 120 minutes 3 to 4 Sundays per month and it includes cooking, serving, and cleaning.

## Fee Chart

The following is a chart with the new fees beginning the 2022-23 Faith Formation Year. Please note that the fees are per child/youth, so if you have multiple children/youth in different stages of preparation, you must add the numbers for an accurate total.

<b>PART A: Children K-6th and Youth 7th-12th attending Faith Formation Only</b>						
# of children	Registration Fee	FF Fee Grades K-6th	Total Fee (no discount)	20 % Discount	Discounted Fee if paid in full by 8/31/2022	See Part B for children and youth preparing for Sacraments
1	\$25.00	\$80.00	\$105.00	\$16.00	\$89.00	
2	\$50.00	\$115.00	\$165.00	\$23.00	\$142.00	
3+	\$75.00	\$150.00	\$225.00	\$30.00	\$195.00	

# of youth	Registration Fee	FF Fee Grades 7th-12th	Total Fee (no discount)	20 % Discount	Discounted Fee if paid in full by 8/31/2022	See Part B for children and youth preparing for Sacraments
1	\$25.00	\$125.00	\$150.00	<b>\$25.00</b>	\$125.00	
2	\$50.00	\$150.00	\$200.00	<b>\$30.00</b>	\$170.00	
3+	\$75.00	\$175.00	\$250.00	<b>\$35.00</b>	\$215.00	

### **PART B: Children and Youth attending Faith Formation AND Preparing for First Communion or Confirmation--PUBLIC SCHOOL and CATHOLIC SCHOOL**

# of children/youth	Registration Fee	First Communion Preparation for the First Year (Year 1)	Total Fee (no discount)	20 % Discount	Discounted Fee if paid in full by 8/31/2022	For Public School Students only
1	\$25.00	\$80.00	\$105.00	<b>\$16.00</b>	\$89.00	
2	\$50.00	\$115.00	\$165.00	<b>\$23.00</b>	\$142.00	
3+	\$75.00	\$150.00	\$225.00	<b>\$30.00</b>	\$195.00	

# of children/youth	Registration Fee	First Communion Preparation for the Second Year (Year 2)	Total Fee (no discount)	20 % Discount	Discounted Fee if paid in full by 8/31/2022	For Public School Students only
1	\$25.00	\$140.00	\$165.00	<b>\$28.00</b>	\$137.00	
2	\$50.00	\$200.00	\$250.00	<b>\$40.00</b>	\$210.00	
3+	\$75.00	\$260.00	\$335.00	<b>\$52.00</b>	\$283.00	

# of children/youth	Registration Fee	First Communion Preparation for Catholic School Students	Total Fee (no discount)	20 % Discount	Discounted Fee if paid in full by 8/31/2022	Children must be in Catholic School for the prior two full years
1	\$25.00	\$120.00	\$145.00	<b>\$24.00</b>	\$121.00	
2	\$50.00	\$160.00	\$210.00	<b>\$32.00</b>	\$178.00	

# of youth	Registration Fee	Faith Formation and Confirmation Preparation Year 1	Total Fee (no discount)	20 % Discount	Discounted Fee if paid in full by 8/31/2022	Applies to children and youth in Public and Catholic Schools
1	\$25.00	\$200.00	\$225.00	<b>\$40.00</b>	\$185.00	
2	\$50.00	\$250.00	\$300.00	<b>\$50.00</b>	\$250.00	

# of youth	Registration Fee	Faith Formation and Confirmation Preparation Year 2	Total Fee (no discount)	20 % Discount	Discounted Fee if paid in full by 8/31/2022	Applies to children and youth in Public and Catholic Schools
1	\$25.00	\$200.00	\$225.00	<b>\$40.00</b>	\$185.00	
2	\$50.00	\$250.00	\$300.00	<b>\$50.00</b>	\$250.00	

### **Late Fees**

If fees are not paid in full by December 31, 2022, a \$10 per month late fee will be added for every month that is not paid. If fees are not paid and you have children/youth preparing for a sacrament, parents must make an appointment to meet with Fr. Leo regarding payment prior to completion of the sacramental preparation.

### **Hardship Form**

Finally, we recognize that families go through financial difficulties. We do not want your child/youth to stay home and not come to faith formation because you cannot pay. However, we do believe that as a parent you need to contribute financially to your child/youth's faith formation education since you are their primary catechist.

If you cannot pay the fee, ***you must request a Hardship Form, complete it, sign it, and return it to the office prior to the start of Faith Formation.*** The hardship does not guarantee or exempt you from your responsibility of paying the fees. Note that only faith formation fees are covered for hardship and not the \$25 annual registration fee. You must pay the \$25 non-refundable registration fee for each child/youth before submitting the Hardship Form, and you must state on the form what other amount you can pay for faith formation.

Once the form is received at the office, you will be scheduled to meet with Fr. Leo. After your meeting with Fr. Leo, the Finance Committee will schedule a meeting with you. The committee might request other financial documentation (paystubs, taxes, etc.) before making a decision.

The staff at the Church office is here to assist you if you have questions or assist you with making your payment online. Please call us at 407-293-0730.