



**Missoula Catholic Schools**

**St. Joseph Elementary & Loyola Sacred Heart High School**

503 Edith Street, Missoula, MT 59801/320 Edith Street, Missoula, MT 59801  
(406) 549-1290 Office (406) 543-4034 Fax/(406) 549-6101 Office (406) 542-1432 Fax

www.missoulacatholicschools.org

***New Student Application for Admission***

**I. Biographical Information – Student**

School Year 2012-2013 Grade Entering \_\_\_\_\_ Birth Date \_\_\_/\_\_\_/\_\_\_ Social Security Number \_\_\_-\_\_\_-\_\_\_

\_\_\_\_\_  
Last Name First Name Middle Name

**Previous School Attended:**

\_\_\_\_\_  
Grade Name of School

\_\_\_\_\_  
City State Zip Code

Child Lives With:  Both Parents  Father  Mother  Other \_\_\_\_\_

**II. Biographical Information - Family**

Father's/Guardian Name \_\_\_\_\_  
Last First Middle Initial

Address: \_\_\_\_\_  
Street City State Zip

Home Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Occupation: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Birthplace: \_\_\_\_\_

Place of Work: \_\_\_\_\_  
Business Name and Address

Catholic:  Yes  No Parish Affiliation (*Information will be verified*) \_\_\_\_\_

Mother's Name: \_\_\_\_\_  
Last Maiden Name First Middle Initial

Address: \_\_\_\_\_  
Street City State Zip

Home Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Occupation: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Birthplace: \_\_\_\_\_

Place of Work: \_\_\_\_\_  
Business Name and Address

Catholic:  Yes  No Parish Affiliation (*Information will be verified*) \_\_\_\_\_

**III. Emergency Contact & Health Information - Student**

If your child is injured or ill at school and parent(s) are not available, the school is authorized to contact (name other than parent(s):

Name \_\_\_\_\_ Home \_\_\_\_\_ Work \_\_\_\_\_

Name \_\_\_\_\_ Home \_\_\_\_\_ Work \_\_\_\_\_

Family Physician \_\_\_\_\_ Office Phone \_\_\_\_\_

Please list any allergies or health problems.

\_\_\_\_\_  
\_\_\_\_\_

#### IV. Alumni Information

Are you alumni of SJS/LSH?  Father  Mother  Guardian

Do you have other children currently attending SJS or LSH?

SJS  LSH

\_\_\_\_\_   
 List Name(s)

Do you have children who have graduated from SJS or LSH?  Yes  No

\_\_\_\_\_   
 List Name(s)

#### V. Registration Deposit

A non-refundable deposit of **\$500.00 per student for new families to Missoula Catholic Schools, and \$100 (SJS) and \$200 (LSH) for current families enrolling a new student is due at registration.** This deposit will be applied towards tuition. **For families who have students at both schools, we respectfully request that two checks be issued.**

#### VI. Family Calling Guide

Each year the school publishes a “Family Calling Guide” for all families in Missoula Catholic Schools (both St. Joseph and Loyola Sacred Heart). By signing below, I give permission to publish my information in the “Family Calling Guide”. If I do not, I will submit, in writing, a request to not publish my information to the school office.

#### VII. Parent / Student Handbook Agreement

In consideration of my child (ren) attending Missoula Catholic Schools, I agree that the Administration, Faculty, and Support Staff have the right to expect that all children and parents will comply with the terms, principles, rules and regulations, as outlined in the Parent / Student Handbook. As a condition of attending the Catholic school, each family is responsible for a tuition obligation. All tuition assessments, payments, and assistance are established by the Tuition Office. Failure to communicate or remit tuition may result in student dismissal. A student enrolled in MCS for any part of a semester shall be billed for that entire semester. Refunds for overpayment of tuition shall be made in a timely manner by semester. I acknowledge that if, in the opinion of the School Administration, student or parental behavior, actions, or words interfere with the teaching, learning, mission, environment, or reputation of the Catholic school, the school reserves the right to dismiss the student and/or dissolve its relationship with the family. I acknowledge that attending a Catholic school is a privilege and that it is my responsibility to cooperate with the school for the spiritual development, education and welfare of all students attending the Catholic school. I understand that the Catholic school will make every reasonable effort to educate my child (ren) and accommodate all student spiritual development and environmental needs. I understand that as a parent, I am the primary educator of faith formation for my child (ren). If Catholic, I am expected to actively participate in the life of my parish by attending Mass, contributing financially to its support, and conscientiously developing a sense of Catholic community among my family, my parish, and school. If non-Catholic, I will respect and support the teachings, practices, and beliefs of the Roman Catholic faith and Catholic school program.

#### VIII. Scrip Program

The Scrip Program is currently used as a tuition reduction program. The program generates funding to your Scrip Account by you purchasing gift cards/gift certificates (Scrip) from many stores where you already shop. The Scrip Office purchases these gift cards/gift certificates at a discount from local and national merchants and sells them to you at face value. With over 100 merchants to choose from, you can earn tuition credit (less an administrative fee) towards your next year’s tuition. The Scrip Program is no longer mandatory, but we hope families will use Scrip proactively and consistently to directly impact their tuition bill with every possible purchase. The Scrip Office is located next to Loyola Sacred Heart High School in the Foundation Building (300 Edith Street).

#### IX. Family Service Hours

In an effort to reduce the operational costs of the schools and increase the fundraising capacity of our Foundation, Missoula Catholic Schools requires twenty (20) hours of parental service each year\*. (Cash in lieu of hours = \$15.00 per hour). Twenty Family Service Hours (10 hours dedicated to Fundraising and 10 hours dedicated to school service) per school year of your time is required to make this possible. Ten (10) hours are dedicated to help in school operations and/or classroom environment. This may include service as a room parent, teacher’s aide, or student tutor. It may also include areas such as helping in the lunchroom, organizing open house, or helping with a student activity. Please contact the school secretary, the principal, or your child’s teacher for areas you may be able to be of service to the school. Ten (10) service hours are dedicated in assisting the LSH Foundation in its fundraising efforts for Missoula Catholic Schools. All money raised by the Foundation is directed to tuition assistance. For a complete list of fundraising events, the LSH Foundation publishes the “Putting the FUN in Fundraising – A Handy Reference Guide to Giving for Families of Missoula Catholic Schools”, available from the Foundation Office. (\* Single parent families are required to complete one-half (50%) of this obligation)

#### X. Media Release Agreement

Missoula Catholic Schools and the LSH Foundation do reserve the right to use students / parents or any likeness therein in film, video, print, and/or website for the sole purpose of marketing the schools without any form of compensation or further notification.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date