



810 Neeb Road • Cincinnati, Ohio 45233 • 513-922-4460

February, 2010

Dear Parents,

We are proud of Our Lady of Victory's tradition of providing an outstanding Catholic education, focused on academic excellence and rooted in the Gospel values. Through academics, prayer, service and worship, our mission is to nurture Catholic values and traditions; to provide a well-rounded quality education; and to build a compassionate community of respectful members who live the Gospel message of Jesus.

Kathy Kane, our school principal, will be happy to answer any questions you may have about Our Lady of Victory School (347-2072).

REGISTRATION DATES FOR 2010-2011 SCHOOL YEAR: FEB. 22-MARCH 5

This year all of the registration information will be online on the parish website www.olv.org. This will make it easy to access registration information at any time. If you do not have access to a computer or printer, the parish office would be happy to send you a copy of the registration packet.

Please make sure to register by sending in the registration form and the registration fee by the **MARCH 5** deadline. You can send this directly to the parish office, or you can give it to us in the school office and we will send it to the parish office for you.

We value all of our Victory families and students. We want to make sure that everyone currently enrolled is able to return next year. Some of our class sizes are very close to the class size limit. To guarantee a space, please make sure that you register on time. Certain classes may reach their maximum limit within the registration period.

If you have any questions, please don't hesitate to contact us. Carol Weisker in our parish office (347-8812) will be happy to answer any of your registration questions, and Charlie Fehr in the parish office (347-8826) is available for questions regarding tuition assistance.

Catholic education is one of the greatest gifts you can give to your children. It is our blessing as a parish school to continue our tradition of working as partners with parents to provide a well-rounded, faith-filled, quality education for the children of Our Lady of Victory.

Sincerely,

Rev. James Reutter
Pastor

Kathleen C. Kane
Principal

OUR LADY OF VICTORY SCHOOL

REGISTRATION INFORMATION

CLASS SIZE POLICY

Kindergarten:	20 students per classroom
Grades 1 through 3:	28 students per classroom
Grades 4 through 8:	32 students per classroom

This revised policy was approved by Pastoral Council on January 25, 2006.

DEFINITION OF A “PARTICIPATING MEMBER”

Participating members of Our Lady of Victory Parish are those who:

1. Share in the faith life of the parish through attendance at Our Lady of Victory Parish Community worship. **The minimum requirement is nine weeks church attendance per quarter. Church attendance is determined by the number of weeks an envelope is placed in the collection basket at mass (a contribution is not required).**
2. Are active ministers in liturgical roles, committee works, and activities or events of the parish.
3. Financially support the parish (through the envelope system).

Approved by Pastoral Council - January 17, 1990

While items 2 and 3 may be attainable in varying degrees depending on individual circumstances, item 1 is absolutely essential.

The Pastor, with the support of the Pastoral Council (February 10, 1999 meeting), established a policy of monitoring school families' participation in our Sunday liturgies through the church envelope system (see Item 1 above). Families not meeting this requirement are not eligible for the participating member tuition schedule or tuition assistance. Instead, the non-member schedule will apply. Any exceptions must be approved by the Pastor.

FINANCIAL

1. Past due tuition and all fees must be paid or registration will not be accepted.
2. Late registration will be assessed a fee of \$100.00.
3. An early withdrawal fee of \$100.00 will be assessed if a family registers for the school year and then withdraws before completing the school year.
4. Tuition payments are due by the end of the month.
5. Any unpaid fees for the cafeteria, library etc. will be added to the tuition account.
6. A late fee of \$15.00 per month will be charged on any past due balance.
7. No monthly statement will be sent unless there is a past due balance.
8. The suggested contribution for school families is \$15.00 per week (\$780.00 annually).
9. Tuition includes the cost of the Student Accident Program. This program provides accident insurance only for students and is required by the Archdiocese of Cincinnati.
10. Tuition assistance may be available in the event of hardship. Confidentiality is strictly maintained. Call the Business Manager at 347-8826 for details.

Our Lady of Victory will not exclude from its parish school any student solely because of race, sex, color, religion, national origin or ancestry.

**Our Lady of Victory School
School Year 2010/2011**

Participating Member Tuition Payment Schedule

Grades 1-8	Number of Children			Kindergarten	
	1	2	3 or more	Full day	Half day
Month Due					
March	239.00	461.00	665.00	250.00	175.00
April	239.00	461.00	665.00	250.00	175.00
May	239.00	461.00	665.00	250.00	175.00
June	239.00	461.00	665.00	250.00	175.00
July	239.00	461.00	665.00	250.00	175.00
August	239.00	461.00	665.00	250.00	175.00
September	239.00	461.00	665.00	250.00	175.00
October	239.00	461.00	665.00	250.00	175.00
November	239.00	461.00	665.00	250.00	175.00
December	239.00	461.00	665.00	250.00	175.00
January	239.00	461.00	665.00	250.00	175.00
February	239.00	461.00	665.00	250.00	175.00
Total	2,868.00	5,532.00	7,980.00	3,000.00	2,100.00

Cost to the parish to educate students	One student	Two students	Three students	Four students
	\$ 3,800.00	\$ 7,600.00	\$ 11,400.00	\$ 15,200.00

Non-Member Tuition

Grades 1-8 \$4,284.00 per child
 \$357.00 per month payable over 12 months beginning in March

**Our Lady of Victory School
Registration Form 2010/2011**

REGISTRATION STARTS FEBRUARY 22, 2010 AND ENDS 4:00 P.M. MARCH 5, 2010

Family Name _____ Church Envelope # _____

Father's Name _____ Mother's Name _____

Address _____ Zip _____ Tel. _____

E-mail address _____

I hereby apply to register the following child/children in Our Lady of Victory School for 2010/2011.

Please list child/children in 2010/2011 School Year Grade.

List last name of child/children if different from family name listed above.

	Birthdate
Grade 8 _____	____/____/____
Grade 7 _____	____/____/____
Grade 6 _____	____/____/____
Grade 5 _____	____/____/____
Grade 4 _____	____/____/____
Grade 3 _____	____/____/____
Grade 2 _____	____/____/____
Grade 1 _____	____/____/____
Kindergarten-full day _____	____/____/____
Kindergarten-half day (morning) _____	____/____/____

I have read and understand the Registration Information and agree to meet the tuition obligation for which I qualify, either **“Participating Member”** tuition or the higher **“Non-Member”** tuition.

Signature of Responsible Parent _____

***PLEASE ENCLOSE THIS FORM WITH THE REGISTRATION PAYMENT COUPON
AND THE REGISTRATION PAYMENT***

If your child/children have been attending another school, please list the name of the school (K thru 8) below:

School: _____

If your child/children will not be returning to OLV next year (except for 8th grade graduates), please list below their name and school they will attend and return to Our Lady of Victory School by March 5.

Name _____ School _____

Name _____ School _____

Name _____ School _____

**OUR LADY OF VICTORY SCHOOL 2010 - 2011
REGISTRATION PAYMENT COUPON
(Due by March 5, 2010)**

NAME _____ **CHURCH ENVELOPE #** _____

____ One child \$100.00

____ Two children \$200.00

____ Three or more children \$250.00

(If you pre-registered a child for kindergarten or 1st grade deduct the \$50 from the amount due)

Additional LATE REGISTRATION FEE OF \$100.00 after 3/5/2010 \$ _____

AMOUNT ENCLOSED _____

(Electronic Funds Transfer (ACH) not available for registration payments)

Please include this coupon with your payment and the Registration Form.

Registration Fee is non refundable.

**MARCH, 2010 TUITION PAYMENT COUPON
(Due by March 31, 2010)
(See Tuition Payment Schedule for amounts)**

NAME _____ **CHURCH ENVELOPE#** _____

Amount _____

Payment options: **Check enclosed** _____

Electronic Funds Transfer _____

If you currently use ACH deductions for tuition payments sign here to authorize change in payment amount.

Signature _____

To sign up for ACH deductions for tuition payments use the Tuition Authorization Form included with the School Registration Information.

**PLEASE USE THIS COUPON WITH YOUR MARCH TUITION PAYMENT
TUITION PAYMENT BOOKS WILL BE SENT BY THE FIRST WEEK OF APRIL**

**OUR LADY OF VICTORY
TUITION AUTHORIZATION FORM**

FAMILY INFORMATION

NAME _____ ENVELOPE NO. _____

ADDRESS _____

CITY, STATE, ZIP _____

PHONE _____ E-MAIL _____
(required)

TUITION INFORMATION

Tuition Monthly \$ _____ * (1 - 28) _____

* Please list which day of the of the month you would like your payment made

Begin electronic funds transfer on: _____ 2010

Checking Direct Withdrawal

9 Digit Routing # _____

Bank Account # _____

Please attach a voided check to ensure accuracy

John A. Doe
123 Main Street
Cincinnati, OH 45202

First Third Checking
13-31/420

001000
13-31/420

This is a non-negotiable Test Check.

DATE: May 7, 2009 AMOUNT: \$.00

Pay to the Order of:

Test Vendor Check Name
3573 STETTINIUS AVE
CINCINNATI, OH 45208

SAMPLE CHECK

Void After 180 Days

⑆04 20003 14⑆ ROUTING # 729123456⑆ BANK ACCOUNT #

AUTHORIZATION

By signing as the Parishioner, I declare that all of the above information is accurate to the best of my ability. I hereby authorize Our Lady of Victory or PledgeConnect to initiate the recurring transaction above. I am also aware that any rejected or declined transactions may be subject to the Terms and Conditions of the Issuing Bank. I understand that with my verbal consent, an Authorized Representative from Our Lady of Victory may process this contribution in my absence.

Parishioner Signature
X _____

Consented
Verbally

Authorized Parish Representative
X _____

Printed Name: _____

Date: _____

Date: _____

Title: _____