

2018-2019

# ADMISSIONS

ACADEMIC EXCELLENCE AND SPIRITUAL ENRICHMENT SINCE 1928



505 EAST RIDGEWOOD ST. ■ ORLANDO, FL 32803 ■ 407.841.4432 ■ STJCS.COM

# Our Mission

St. James Cathedral School is an educational ministry of St. James Cathedral Church. A Catholic school committed to outstanding academic and spiritual development of all students, St. James Cathedral School provides varied opportunities for students to discover and develop their unique God-given gifts in a safe and stimulating learning environment.

The love and stewardship of Jesus is our inspiration.

We come to learn; we leave to serve.

# Our Beliefs

We believe it is our mission as Catholic educators to model the values and beliefs we teach in a faith based community that fosters self-respect and respect for others.

We believe it is our role to develop and foster each child's unique, God-given gifts by encouraging students to do all they are capable of doing by themselves in child-centered classrooms where teachers act as facilitators.

We believe that Catholic schools should provide children with a spiritual and academic foundation that will lead to the development of creative and ethical problem solvers who will make a positive contribution to our world.

We believe that a St. James education should include intellectual, spiritual, moral, and emotional formation that reflects the values we hold most dearly... integrity, honesty, moral courage, discipline, and initiative.





# Principal's Greeting

Dear Families,

Many years ago I joined the St. James family as both an administrator and parent. This journey has allowed me the opportunity to dive deep into the ministry of Catholic education. As I moved from Guidance Counselor, to Assistant Principal to Principal I witnessed God's transformation in not only my own children but in every child that walked the halls of this campus.

This school began in 1928 and it served elementary and high school students. The rooms were filled with Catholic priests and nuns that shared the love of Jesus and the foundation of Catholicism while providing an excellent education to the students.

Today, our school continues to be a historic example of academic and spiritual excellence. Our families come from near and far to continue this rich tradition for their children. Though the classroom has gone from clergy to lay ministers, the love and sharing of our Catholic faith is very strong and vibrant. Our faculty are catechists and certified in their teaching discipline from the State of Florida. Teaching at St. James is not just a profession; it is a true ministry where it is evident that educating our children is our priority.

Technology, small group, and collaborative learning are the heart of each classroom from preschool through 8th grade. Our students develop life skills, strong moral character, and academic minds that see into the future while preparing for what is ahead. I can say first hand and as a parent, that St. James prepared my sons for Bishop Moore Catholic High School by being able to enter all honors and AP courses.

Here at SJCS we serve the whole child while developing them spiritually, socially/emotionally, and academically. As a parent who knows the sacrifices of providing a Catholic education to my four boys, it will always be the best decision that was made by our family. Catholic education is a lifelong investment. I can promise you it will be the best gift that you can give your child and family. I look forward to you and your child/ren joining our SJCS family.

Many Blessings,

Dawn Helwig, Principal  
St. James Cathedral School



2005

# Application Process

5 EASY STEPS

We have customized our start-to-finish program in five simple steps. At every step along the way, you will experience the warmth and community our school has fostered for over 90 years.

## CREATE ONLINE ACCOUNT

1

Click "Application" under the Admissions tab at: [www.stjcs.com](http://www.stjcs.com).

## COMPLETE CAMPUS TOUR

2

Click "Campus Tours" under Admissions tab at: [www.stjcs.com](http://www.stjcs.com) to attend our Open House or schedule a private tour.

## INTERVIEW & ASSESSMENT

3

Meet with Administration to discuss your child's education and spiritual goals.

## FINALIZE REGISTRATION

4

Click "FACTS Enrollment" under Admissions tab at: [www.stjcs.com](http://www.stjcs.com).

## WELCOME TO SJCS!

5

Get ready for your first day at school!

## Required Enrollment Information

### Copy of:

- Birth certificate
- Baptismal certificate (Catholics only)
- Most recent report card\*
- Final report card from previous school year\*
- Most recent standardized test results
- Testing results for exceptional students' services (gifted, learning disabilities, speech, etc.)
- Student physical examination HRS 3040 (original blue form)
- Florida Certification of Immunization HRS 680 (original yellow form)

\* Not required for PreK and Kindergarten

## Age Requirements

### Documented by the State of Florida

- PreK applicants must be 3 years old on or before September 1st.
- Kindergarten applicants must be 5 years old on or before September 1st.
- 1st grade applicants must be 6 years old on or before September 1st and have successfully completed a Kindergarten program.

Please visit  
[www.stjcs.com](http://www.stjcs.com) for  
 complete Admissions  
 information and insights  
 into our Academic &  
 Enrichment curriculum.

# Tuition & Fees

2018 - 2019 ACADEMIC SCHOOL YEAR: KINDERGARTEN - 8TH GRADE

## Initial Registration Fees

REGISTRATION & MATERIALS FEE - per student annually .....	\$ 525.00
CAPITAL IMPROVEMENT FEE - one-time fee per new family .....	\$ 1,000.00

**Fees and tuition payments are non-refundable. Initial fees due at the time of registration.**

### TUITION RATES FOR SUPPORTING PARISHIONERS OF ST. JAMES CATHEDRAL

	Annual	11 Month Rate (July - May)	10 Month Rate (Aug - May)
K – 5th Grade Per Student	\$ 6,925.00	\$ 630.00	\$ 693.00
6th - 8th Grade Per Student	\$ 7,125.00	\$ 648.00	\$ 713.00

**NOTE:** To receive the Parishioner rate, you must be a baptized Catholic and a registered, active and supporting member of the Parish for (6) months. Registered, active and supporting Parishioners are those who attend Sunday Mass (or Saturday Vigil) weekly. In order to receive and qualify for the Parishioner rate, attendance must be met from January-December. Contributing by check or online and using weekly envelopes during the calendar year (January-December) is required, therefore, please turn in your envelopes each week during the Mass collection even if they are empty. The collection of the envelope is essential to tracking your attendance and is monitored by the parish bookkeeper. The bookkeeper does not have the authority to dispense from the obligation of Sunday Mass attendance. The attendance rate will be monitored and a report sent to the school in July and again in December.

### TUITION RATES FOR NON-PARISHIONERS AND OTHER DENOMINATIONS

	Annual	11 Month Rate (July - May)	10 Month Rate (Aug - May)
K – 5th Grade Per Student	\$ 8,948.00	\$ 813.00	\$ 895.00
6th - 8th Grade Per Student	\$ 9,148.00	\$ 832.00	\$ 915.00

**NOTE:** If you are a Parishioner of another Catholic Parish, your home Parish may agree to subsidize a portion of your tuition. Please contact your Parish for additional information. See our Director of Admissions for a form to take to your Parish if they agree to subsidize your tuition.

## Important Information

**FACTS Tuition Management:** All families are required to register for tuition to be paid through FACTS. Information regarding set up with FACTS for the payment of your tuition will be given at registration/re-registration.

**DUE DATES:** Payments are due on the first of each month. A late fee of forty (\$40.00) dollars will be charged by the school for payments made after the 10th of each month on any outstanding school account balance.

**TUITION PAYMENT INCENTIVE:** Families who pay tuition in full with cash or check for the entire school year by August 10, 2018 receive a three percent (3%) discount (Parishioner - \$6,717.25/K-5th student - \$6,911.25/6th-8th student) (Other - \$8,679.56/K-5th student - \$8,873.56/6th-8th student).

# Tuition & Fees

2018 - 2019 ACADEMIC SCHOOL YEAR: PREK 3 & PREK 4

## Initial Registration Fees

REGISTRATION & MATERIALS FEE - per student annually ..... \$ 300.00  
 Fees and tuition payments are non-refundable. Initial fees due at the time of registration.

### PRE-K 3 TUITION RATES

	Annual	11 Month Rate (July - May)	10 Month Rate (Aug - May)
5 Days 7:00 am - 6:00 pm (full day)	\$ 8,634.00	\$ 785.00	\$ 863.00
5 Days 7:00 am - 3:15 pm (school day)	\$ 7,457.00	\$ 678.00	\$ 746.00
3 Days 7:00 am - 6:00 pm (full day M/W/F)	\$ 5,758.00	\$ 523.00	\$ 576.00
3 Days 7:00 am - 3:15 pm (school day M/W/F)	\$ 5,140.00	\$ 467.00	\$ 514.00

### PRE-K 4 TUITION RATES

	Annual	11 Month Rate (July - May)	10 Month Rate (Aug - May)
5 Days 7:00 am - 6:00 pm (full day)	\$ 8,634.00	\$ 785.00	\$ 863.00
5 Days 7:00 am - 3:15 pm (school day)	\$ 7,457.00	\$ 678.00	\$ 746.00

Additional charges for extended childcare if your child attends during academic calendar breaks when PreK program is not in session.

## Important Information

**FACTS Tuition Management:** All families are required to register for tuition to be paid through FACTS. Information regarding set up with FACTS for the payment of your tuition will be given at registration/re-registration.

**DUE DATES:** Payments are due on the first of each month. A late fee of forty (\$40.00) dollars will be charged by the school for payments made after the 10th of each month on any outstanding school account balance.

**TUITION PAYMENT INCENTIVE:** Families who pay tuition in full with cash or check for the entire school year by August 10, 2018 receive a three percent (3%) discount.

**PRE-K PARENTS NOTE:** In order to be eligible for the Parishioner rate in the Elementary School, you must be a baptized Catholic and a registered, active and supporting member of the Parish for (6) months. Registered, active and supporting Parishioners are those who attend Sunday Mass (or Saturday Vigil) weekly. In order to receive and qualify for the Parishioner rate, attendance must be met from January-December. Contributing by check or online and using weekly envelopes during the calendar year (January-December) is required, therefore, please turn in your envelopes - even if they are empty - each week during the Mass collection. The collection of the envelope is essential to tracking your attendance and is monitored by the parish bookkeeper, Christine Wilson. The bookkeeper does not have the authority to dispense from the obligation of Sunday Mass attendance. The attendance rate will be monitored and a report sent to the school in July and again in December.



# STUDENT LIFE



COME TO LEARN.  
LEAVE TO SERVE.



**St. James**  
CATHEDRAL SCHOOL

505 E. Ridgewood St. Orlando, FL 32803  
ph: 407-841-4432 ■ fx: 407-648-4603 ■ stjcs.com

**STAY CONNECTED**



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