

# RELIGIOUS EDUCATION PROGRAM REGISTRATION 2011-2012 FREQUENTLIY ASKED QUESTIONS

*Thank you* for making Saints Faith, Hope and Charity Parish an important part of your family's life! We look forward to continuing our partnership with you in forming your children in faith. We suggest that you review the F.A.Q.'s (Frequently Asked Questions) below before completing registration forms.

Although we no longer have the capacity for online registration, we have created **fill-in forms** that you may fill out on your computer and email/fax/mail back to us. We are also now able to offer you **the opportunity for online tuition payments** through GiveCentral.org (more information below).

Please note: registrations received after 5:00 p.m. on September 7 will not be processed and children will not be added to a class list until AFTER the first class session. To insure that your children are assigned to a class and able to attend the first day of classes on September 11, please be certain that your family's registration has been submitted prior to 5:00 p.m. on September 7.

## **Registration forms to be completed for each family include:**

1. 2011-12 Registration form
2. Signature Page (one per family)
3. Volunteer Opportunities 2011-12

Simply save each attachment to your computer and then open. The forms will open with the first space to be filled in highlighted. Type in the information requested, and then press the "tab" key to proceed to the next fill-in space. Continue through each form in this manner.

The *Registration Form* (#1 above) and the *Volunteer Opportunities* form (#3) can be emailed directly back to us after you have completed them. The *Signature Page* (#2) **must be printed out and signed by you** (parent) before returning to our office.

**Registration forms for returning families (families currently enrolled) are due by June 1.** (It will take you 5 minutes or less to complete the forms!)

Please do not hesitate to contact [Bernice Suehr](#) in our office with any questions or difficulties you may have in using these forms.

## F.A.Q.s

- **What are the session times for Religious Education classes?** Families may register children for either of two options on a first-come, first-served basis:

- Early Morning Session: Sundays 9:00-10:15 a.m. (all grades, Age 4 through Grade 8)
  - Mid Morning Session: Sundays 10:30-11:45 a.m. (all grades, Age 4 through Grade 8)
  - Please note that children must be four years old by September 1 in order to enroll in the RE Program.
  - Please keep in mind that because our RE Program is so large, we must offer classes at two times because we do not have enough classroom space for all of the students at one time. We are only able to place students at the family's requested time if space permits. If you must have a particular class time for your children, please be sure to register early.
- **May I request a particular catechist or friend for my child's class?** In an effort to build Christian community, and balance girls and boys between school systems, we are no longer able to honor special requests for friends. However, we will attempt to honor requests for a particular catechist if it is possible to do so without upsetting the class balance.
- **How is the \$325-per-student tuition used?** The Program is fortunate to have so many wonderful volunteers who generously give of their time to make the students' experiences so meaningful. Our budget reflects the full cost for the operation of the RE Program, including (but not limited to): textbooks, staff salaries and benefits, administrative expenses, sacramental preparation expenses, and one-sixth of the cost of heat, electricity and maintenance for the school building. The tuition which we collect does not cover all of these expenses. In fact, **the Religious Education Program is subsidized significantly by the parish every year.** In addition to tuition payment, we also encourage families to remember to make regular contributions to parish collections which finance so many aspects of the life of our wonderful parish – worship, priests and staff, music, church building maintenance, outreach – as well as subsidies to the Religious Education Program and the Parish School.
- **What are my payment options?**
- We appreciate payment in full at the time of registration. However, as always, a monthly payment plan and tuition assistance (scholarship) are available for any families who request these options at registration. Please be assured that your tuition assistance requests are kept confidential and that no child will be denied religious education due to an inability to pay.
  - We are grateful for any donations to our tuition assistance fund (noted as “RE Program scholarship fund” on the Registration Form).
  - We now have the capability to accept tuition payments online through GiveCentral.org. **GiveCentral.org** was created for the Archdiocese of Chicago based on the needs of not-for-profit organizations to process electronic payments. Tuition payments may be made via *Give Central* using credit card or electronic check on a one-time or recurring basis in a secure and reliable manner. *Pay online with check or credit card at this link: [GiveCentral- Religious Ed Tuition Pay](https://www.givecentral.org/index.php)* (ctrl+ click to follow link) (<https://www.givecentral.org/index.php>)
  - OR, mail a check payable to Ss. Faith, Hope & Charity Church to: Religious Education Office, 200 Ridge Ave., Winnetka, IL 60093

➤ **What is the Signature Page?**

- You will need to complete one *signature page* for your students and can include all students in your family on one form (instead of filling out separate forms for each child as in the past).
- The signature page requires your signature for three items:
  - *Authorization for Medical Treatment*: This authorizes the Program to obtain medical treatment for a student in an emergency.
  - *Safe Environment Training Parental Declination*: In response to the sexual abuse crisis in the Roman Catholic Church, the United States Catholic Conference of Bishops directed Catholic dioceses around the country to implement several steps which would “unify and enhance the existing efforts to protect children and young people from sexual abuse.” A directive issued recently from the Archdiocese of Chicago requires parish Religious Education Programs to offer the *Child Lures Prevention Program* to the children enrolled. The program educates children on safety prevention in the areas of sexual exploitation, abduction, Internet crime, drugs and school violence. The *Child Lures* program will be offered to FHC RE students annually on dates to be determined (outside of the regular Religious Education sessions). If parents choose NOT to have their children attend and participate in this program, the Archdiocese requires that our office keep on file an acknowledgement that the parent has chosen to opt out or decline their child’s participation. It is this “Parental Declination” which requires your signature. (If you should later decide to instead have your child participate in the *Child Lures* program, your Parental Declination would be discarded.)
  - *Faith, Hope & Charity Picture Permission Form*: From time to time, photos may be taken of RE Program participants for use in our parish bulletin or Program newsletter (*Sunday Spirit*). These photos are also posted on the parish web site. However, photographs of children will not be used on the web site without written permission from at least one of their parents.

➤ **Will the children attend Mass together with their class and catechists as in the past?**

- No. The majority of families prefer to have the opportunity to attend Mass as a family together with all their children at the same time. Children will be supervised only in the classroom and will not attend Mass under the supervision of catechists. Instead, families can attend Mass together at the time best for their family.
- Weekend Mass Times: Sat. 5:00 pm; Sun. 7:30 am, 9:00 am, 10:30 am, 11:45 am, 5:00 pm.

➤ **How can my family become registered members of the *parish*?** New families registering for Religious Education must **also** register as parishioners. You may either visit the rectory in person (191 Linden) to register, or you may download the parish registration form from the parish website at:

<http://www.faithhope.org/images/FHC%20Census%20Registration%20Form.pdf>

Return your completed parish registration form to the rectory office at 191 Linden Street, Winnetka, IL 60093. *Welcome!* (Please note that non-parishioners pay double tuition.)

- **What volunteer opportunities are available in the Religious Education Program?** We're so glad you asked! We need the participation and assistance of ALL of our program parents. Please review the list and descriptions of all of our volunteer opportunities (separate form) and sign up as a volunteer.
- **When will I be notified about class assignments?** As usual, catechists will be contacting families with class assignments in late August. The RE Office will also provide families with beginning-of-the-year information at that time.
- **When is the first day of Religious Education classes in Fall 2011?** September 11, 2011.