



IMPORTANT SCHOOL INFORMATION

PLEASE READ ENTIRELY

School Fee & Re-Enrollment Process

We would like to remind all families that the **non-refundable \$700 school re-enrollment fee** will be automatically deducted from your **FACTS Financial account tomorrow, March 3rd**. The \$700 school fee covers a variety of essential resources and services, including the enrollment fee, technology, Diocesan Assessment, textbooks, field trips, yearbook, licensing fees, and more. Please ensure that your account is prepared for this transaction. If you are not on “autopay” you will need to make your payment manually.

Additionally, on March 3rd, you will be notified when the **re-enrollment forms** are available on your FACTS account. We kindly ask all families to review these forms carefully, update any necessary information, and submit them promptly. **The deadline for submission of the re-enrollment packet is Monday, March 31st.** This is an easy process and most information is pre-populated. There are no fees required at this stage.

Please be sure to click the button “**REVIEW AND SUBMIT**” at the end of your re-enrollment process as this is the final step to ensuring your child will be joining us for the upcoming 2025-26 school year.

Please note: The **medicine form** is now included in the enrollment packet for your convenience. If your child requires any medication during school hours—including over-the-counter or prescription medications such as an inhaler, EpiPen, Ibuprofen, or Acetaminophen—the **medicine form must be fully completed and submitted to the Health Room. Medication cannot be administered without a new consent form each school year.**

If you have any questions or require assistance, please do not hesitate to contact the school office. Thank you for your continued partnership in your child’s education at Saint Hedwig School!