



2021-2022 Enrollment Process

Mecklenburg Area Catholic Schools



The deadline to complete enrollment is **MARCH 31**. You must complete your enrollment by this deadline to secure your seat. Due to increased interest in our schools, your seat is not guaranteed after **March 31**. A \$30 late fee will also be applied.



Receive Enrollment Email from MACS. Will your student be enrolling for the 21-22 school year?

NO

Proceed to your SchoolAdmin Portal & Complete MACS Withdrawal Form (link in March 1 Enrollment Email).



YES

Proceed to your SchoolAdmin Portal & Review Enrollment Checklist (link in March 1 Enrollment Email).

You are now enrolled for the 21-22 school year!



Receive Enrollment Confirmation Email.



Pay Registration Fee & Finalize Payment Agreement in FACTS.



Submit Registration Form in SchoolAdmin.



macsbilling@charlottediocese.org



704-370-3265 (M-F, 7:30AM - 4:30PM)