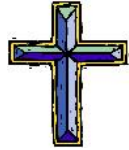


1925 Route 82
LaGrangeville, NY 12540



Phone: (845) 227-1710 x 3
Fax: (845) 592-2680
sktfaithform@optonline.net

March 11, 2019

Dear Parents:

Re-registration for current families begins this week. **We will continue online payment and registration, for your convenience, as well as in person.**

Tuition will be: \$185 for one child, \$250 for two children and \$300 for three or more children. Immediate family members of catechists do not pay tuition. Parents who assist in the classroom each week will pay only half-tuition, all other volunteers pay full tuition.

Please make your payment first, and then register your child/children; each class has a maximum capacity of 20 students. Class placement is on a "First Come, First Placed" basis after payment has been received. Be sure to take into account your child's other activities before registering. **New families** will begin to **register on April 29th**.

Our Office will be open for "In-Person" registration: Mondays – Wednesdays 10:00am – 2:00pm and on Thursdays 1:00 – 4:00pm. **Please note that we are unable to register students during class sessions, however, feel free to drop off your payment along with class request and we will process your registration as soon as possible during office hours.** Please do not hesitate to call the office with any questions, 227-1710 x 3.

Sincerely in Christ,

Deacon John McCormack
Director of Religious Education

Please follow the steps on the back side to pay and register on line.

If you are registering a new 1st grade child, you must supply us with a **copy of his or her Baptismal Certificate before you register. You can email, fax or bring it into the office.**

**MAKE PAYMENT: You must make payment first.
Please read the instructions fully before you proceed.**



1. Go to saintkateriparish.com, click the **Religious Education** tab, then **Religious Ed. Grades 1-8** and then the "WeShare" logo.
2. **Log in** and scroll down to "**Religious Ed. 2019-2020 Tuition**". Be sure to select the correct tuition for **1 child, 2 children, or 3 or more**. Click "**Make a Payment**".
3. Select "**Make a One-Time Payment**" and select the correct amount :
 - Tuition: 1 child = \$185 total
 - Tuition: 2 children = \$250 total
 - Tuition: 3 children or more = \$300 total
4. Scroll down to choose "**Payment type**" and "**Payment details**". If you already have an account, (formerly ParishPay) just use your log in to complete your payment. After you verify and complete your tuition payment, **you will receive an email** receipt.
5. **IMMEDIATELY FORWARD** that email receipt to us at saintkateriparish@hotmail.com

NEXT, CHOOSE YOUR CLASS(ES): Class placement will be processed after payment.

1. Type in address bar <https://newyork.parishsoftfamilysuite.com> Not Google Search!
2. Use your unique ParishSoft **Username and Password** (from last year)* to log in.
 - ***DO NOT select New User** – this will lock you out. If you can't remember your **username**, please email the office. If you can't remember your **password**, click on "Lost Password?".
3. UPDATE your Family Data
 - Select the "**My Family**" tab then click on "**Family Detail**"
 - Select the "**Edit Details**" box at the bottom of the page.
 - Make any updates, changes, **especially email & cell #'s** on this page and select **Save**.
 - Select the "**Member Details**" tab and select each member to insure information is correct by clicking the "**Edit Details**" button at the bottom, make any changes, then click on "**Save & Close**". * Be Sure to **Update child's School for 2019-2020!**
4. To Request a Faith Formation class for your child(ren):
 - Select the "**Family Education**" tab, then **Online Registration**.
 - Select Enrollment Term **2019-2020**.
 - ADD EACH STUDENT – The 2019-2020 schedule is ATTACHED & also ONLINE.
 - Select the student's data from the drop down menus with your 3 class choices, then "**Save Student**" and "**Submit Registration**".
 - **Print This Page to keep for your records.**

You will receive an email message letting you know your **request** was submitted successfully. After payment, your request will be processed and you will receive an email stating your child was **successfully placed** in a class; **you will get a final email in September, before classes begin.**

Saint Kateri Tekakwitha Religious Ed. Schedule 2019 - 2020

Monday	Tuesday	Wednesday	Thursday
<p>4:30 – 6 pm (M-B)</p> <p>1st Grade 1M-B 2nd Grade 2M-B 3rd Grade 3M-B 4th Grade 4M-B 5th Grade 5M-B</p> <p>6:30-8 pm (M-D)</p> <p>5th Grade 5M-D 6th Grade 6M-D 7th Grade 7M-D 8th Grade 8M-D</p>	<p>2:30 – 4 pm (T-A)</p> <p>6th Grade 6T-A 7th Grade 7T-A 8th Grade 8T-A</p> <p>5 – 6:30 pm (T-C)</p> <p>1st Grade 1T-C 2nd Grade 2T-C 3rd Grade 3T-C 4th Grade 4T-C 5th Grade 5T-C 6th Grade 6T-C 7th Grade 7T-C 8th Grade 8T-C</p>	<p>2:30 – 4 pm (W-A)</p> <p>6th Grade 6W-A 7th Grade 7W-A 8th Grade 8W-A</p> <p>4:30 – 6 pm (W-B)</p> <p>1st Grade 1W-B 2nd Grade 2W-B 3rd Grade 3W-B 4th Grade 4W-B 5th Grade 5W-B</p> <p>6:30 – 8 pm (W-D)</p> <p>1st Grade 1W-D 2nd Grade 2W-D 3rd Grade 3W-D 4th Grade 4W-D 5th Grade 5W-D 6th Grade 6W-D 7th Grade 7W-D 8th Grade 8W-D</p>	<p>5 – 6:30 pm (X-C)</p> <p>1st Grade 1X-C 2nd Grade 2X-C 3rd Grade 3X-C 4th Grade 4X-C 5th Grade 5X-C 6th Grade 6X-C 7th Grade 7X-C 8th Grade 8X-C</p>

- + All sessions are 90 minutes long and run 30 weeks from September to May.
- + The Arlington School District will continue to transport Union Vale Middle School students to the Tuesday and Wednesday 2:30 pm. classes.
- + If you are a current family registering a new child, you must submit a copy of the child's **Baptismal Certificate** before you register. You may email, fax or bring it to the office.
- + Sacramental Prep classes and make-up classes will be scheduled at a later date.
- + Family Catechesis is scheduled for Winter 2019.
- + Classes with less than 5 students enrolled prior to Labor Day may be cancelled.