

## **St. John the Baptist Parish Catholic Parochial School Scholarship Policy**

### **Presumption Regarding Funding of Catholic Education**

The parish presumes that the parents/legal guardians are primary educators of their children. As such, it is the responsibility of parents/guardians to fund the cost of educating their children if they choose to provide a Catholic education. The parish has an obligation to help promote Catholic education, and to the extent affordable, is expected to provide some financial support in the form of Catholic School Scholarships to parishioners. This presumes that children are being raised in the practice of the Roman Catholic faith and that families are registered and acting in the Sacramental life of the parish.

### **Scholarship Policy**

- Criteria for a Catholic family from the parish to be eligible for a school scholarship:
  - Catholic Student(s) must attend an archdiocesan affiliate Catholic parochial school that has been approved by the Pastor;
  - Only students in the full time primary grades, K through 8, are eligible. (Kindergarten Curriculum must be included with application) Scholarships are not available to Pre-school students;
  - Families must be registered in the parish prior to the beginning of the academic year;
  - Active participation in the life of the parish is defined as:
    - Regular attendance at Sunday Mass
    - Regular financial support of the parish through the Sunday Mass offertory and evidenced through the parish financial data keeping for parishioners
    - Regular participation in parish spiritual and social activities.
  - The parish reserves the right to determine the amount of scholarship per child based on what is deemed affordable within the parish's annual operating budget.
  - Emergency requests for financial assistance due to a hardship will be considered on a case-by-case basis. Parents/Legal Guardians should petition the Pastor at (pastor@stjohnmanayunk.org) in writing under such circumstances. Independent evidence to demonstrate a hardship will be required.

### **Process**

- Parents or legal guardians file an application for parish scholarship no later than July 15<sup>th</sup> prior to the start of school in September;
- The following information must be provided in order to be considered for scholarship:
  - Student Name
  - Catholic Parochial School Attended
    - Attach Letter from School Principal to Verify Dates of Attendance
  - Student Birth Certificate
  - Student Parent or Legal Guardian's Name
  - Student Baptismal Certificate
- Once received, the parish Pastor and Finance Council will evaluate each situation and verify that the student/family meets the required criteria;
- The parish Finance Council Scholarship Sub-Committee will make a recommendation to the pastor;
- Once accepted by the pastor, the parish financial manager determines the amount of the scholarship payment based on the parish's annual operating budget along with the number of eligible recipients;
- The financial manager drafts scholarship award letters to each family with a copy to the pastor/principal of each school attended by recipients.
- The financial manager will obtain the Pastor's signature;
- The financial manager will issue checks to each of the Catholic schools and send the checks along with a remittance listing of scholarships.

**St. John the Baptist Parish  
Catholic Parochial School Scholarship Policy  
Scholarship Application**

(Please complete one form for each applicant.)

**Qualifying Criteria**

- For a Catholic family from the parish to be eligible for a school scholarship the following criteria must be met:
  - Catholic Student(s) must attend an archdiocesan affiliated Catholic parochial school that has been approved by the pastor:
    - \_\_\_\_\_  
Name of Catholic Parochial School Attended
  - Only students in full time grades: K through 8 are eligible. (Pre-school age students are not eligible for scholarship at this time.):
    - \_\_\_\_\_  
Grade Attending in September
  - Must be registered parishioners for prior to the beginning of the academic year;
    - Yes / No
  - Must be active participants in the life of the parish as follows:
    - Regular attendance at Sunday Mass: Yes / No
    - Regular financial support of the parish through the Sunday Mass offertory: Yes / No
    - Regular participation in parish spiritual and social activities: Yes / No
  - Note: The parish reserves the right to determine the amount of scholarship per child based on what is deemed to be affordable within the parish's annual operating budget.

**Family/Student Information**

- Student Name: \_\_\_\_\_
- Catholic Parochial School Attended
  - Attach Letter from School Principal to Verify Dates of Attendance
- Student Birth Certificate: Enclosed
- Student Parent or Legal Guardian's Name: \_\_\_\_\_
- Student Baptismal Certificate: Enclosed

Parents/Guardians Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Father / Legal Guardian

\_\_\_\_\_ Date: \_\_\_\_\_

Mother / Legal Guardian

Finance Council Recommendation: \_\_\_\_\_

Pastor's Acceptance: \_\_\_\_\_

Amount of Award: \_\_\_\_\_