

## **St. John the Baptist Parish Catholic Parochial School Scholarship Policy and Application, 2021-22**

### **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, 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 Eligibility**

- Criteria for a Catholic family from the parish to be eligible for a school scholarship:
  - **Student(s) must attend an archdiocesan affiliate Catholic parochial school**
  - **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;**
  - **Families must participate in active parish stewardship; defined as:**
    - **Regular/weekly attendance at Sunday Mass**
    - **Regular/weekly financial support of the parish through the Sunday offertory through use of church envelopes (evidenced through recorded offertory contributions in family giving records)**
    - **Regular participation in parish spiritual and social activities**

### **Award Criteria**

- 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 and the amount allocated that year through the St. John the Baptist Alumni Scholarship Fund.
- 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 in writing under such circumstances. Independent evidence to demonstrate a hardship will be required.

### **Process**

- Parents (or legal guardians) submit this application **no later than July 30<sup>th</sup>** to the Parish Business Office, to: [businessmanager@stjohnmanayunk.org](mailto:businessmanager@stjohnmanayunk.org) or hard copy to the Rectory.
- 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
  - Completed application (attached).

(NOTE: INCOMPLETE INFORMATION WILL NOT BE CONSIDERED.)
- Once received, the St. John the Baptist (SJB Pastor) and (SJB) Finance Council will evaluate each situation and verify that the student/family meets the required criteria;
- The SJB Finance Council Scholarship Sub-Committee will make a recommendation to the SJB Pastor;
- Once accepted by the SJB Pastor, the Parish Business Manager determines the amount of the scholarship payment based on the parish's annual operating budget and the Annual Scholarship Funds with the number of eligible recipients;
- The St. John the Baptist Business Manager drafts scholarship award letters and a check to each school with a copy to the pastor of the parish school attended by recipients, (on or before September 15).
- The Business manager will obtain the Pastor's (St. John the Baptist) final approval and signature;
- The Business Manager will issue checks to each of the Catholic schools and send the checks along with a remittance listing of scholarships **on or before September 15.**



Finance Council Recommendation: \_\_\_\_\_ Pastor's Acceptance: \_\_\_\_\_ Amount of Award: \_\_\_\_\_

*Note: The parish reserves the right to determine the amount of scholarship and adjust it annually per approval of the Parish Financial Council, and award scholarships on a per child basis contingent upon; the full consideration of other applicants, and, the total gift amount received for the SJB Scholarship Fund that calendar year from St. John the Baptist Alumni and parishioners.*