



Our Lady Star of the Sea School
PO Box 560, 90 Alexander Lane
Solomons, MD 20688
(410) 326-3171
olssschooll@comcast.net
www.olsss.org

APPLICATION, ADMISSIONS, & TUITION INFO

APPLICATION REQUIREMENTS:

Pre-Kindergarten

- To enter Pre-Kindergarten, a child must be four years old by September 1 of the school year, ready for a classroom environment, and fully potty-trained (use of toilet independently).
- Applicants must complete the Brigance Early Childhood Screening Assessment, administered by OLSS School's Pre-Kindergarten teacher.

Kindergarten

- To enter Kindergarten, a child must be five years old by September 1 of the school year, ready for a classroom environment, and fully potty-trained (use of toilet independently).
- Applicants must complete a Kindergarten Readiness Assessment, administered by OLSS School's Kindergarten teacher.

Grades 1-8

- An applicant for Grades 1-8 must provide a copy of his/her most recent report card and results of his/her most recent standardized tests scores.
- If an applicant has an IEP, 504 Plan, or CAP, parents must provide the most recent copy and meet with the OLSS Principal to ensure the student's accommodations can be met.
- Assessment in reading and math will be given to all applicants by an authorized evaluator at OLSS School, to assist in proper placement.

APPLICATION PROCESS:

- To be considered for admission, prospective families must submit an application through TADS. The link is posted on the school website.
- The application fee is \$150 per family, and is non-refundable unless space is not available in the class.
- Copies of the applicant's birth certificate, baptismal certificate (if Catholic), and current health records are required to be uploaded with the application.

ADMISSIONS PRIORITY:

In order of priority, Our Lady Star of the Sea School will accept children:

- 1) Whose parents are active, contributing parishioners of Our Lady Star of the Sea or St. John Vianney parishes.
- 2) Whose siblings are presently students at Our Lady Star of the Sea School.
- 3) Whose parents are contributing members of another Catholic parish.
- 4) Whose parents are Catholic but do not contribute to any parish.
- 5) Whose parents belong to another religious denomination.

ACCEPTANCE:

- Parents/Guardians will receive notification of acceptance to OLSS School after submitting an Application for Admissions in TADS, and after their child(ren) have completed the required evaluation (Pre-K and Kindergarten) or standardized testing (Grades 1-8).
- Once accepted, the parent/guardian must complete the Enrollment module and Tuition Agreement in TADS in a timely manner.

SHADOW DAY:

To experience OLSS School, prospective students can spend a day visiting their class after his/her parents have toured the school and submitted an Application for Admission. It is important that we get to know your child and give him/her the opportunity to ask questions about our school. Please contact the School Office to schedule.

PROBATIONARY PERIOD:

- New students are subject to a 90-day probation period to determine if both the student and the school benefit from the student's placement at the school.
- During this period, students will be evaluated for attendance, behavior, completion of assignments, adherence to school rules, and cooperation with teachers and staff.
- If any procedures or policies are not followed, the student will be removed from the school during or at the conclusion of the 90-day period.
- At the end of the probation period, a conference will be scheduled between the parents, student, teacher, and principal and a final decision will be made.

**OUR LADY STAR OF THE SEA SCHOOL
2021-2022 TUITION RATES**

The actual cost to educate a child at Our Lady Star of the Sea School is approximately \$9,500 per year. Our tuition rates are as follows:			
Annual Tuition without Catholic Active Parishioner Grant		Catholic Active Parishioner Grant	Annual Tuition with Catholic Active Parishioner Grant
1 Child:	\$ 7,400	\$1,200	\$ 6,200
2 Children:	\$13,700	\$2,400	\$11,300
3 Children:	\$20,000	\$3,600	\$16,400
4 Children:	\$26,300	\$4,800	\$21,500
Half Day PK:	\$ 4,100	N/A	N/A
ADMINISTRATIVE FEE: An administrative fee of \$200/year per child (\$400/year family max) is added to the family's TADS tuition account and paid over the course of the tuition plan.			

APPLICATION/RE-REGISTRATION FEES:

A fee of \$150 per family is required when applying for admission, or when re-registering children for the next school year. These fees are non-refundable and must be received to hold your child's space for the 2021-2022 school year.

TUITION PAYMENTS:

- Tuition billing and payments are processed through TADS.
- Payment options:
 - 1) One full payment for year, due Aug. 10 (no payment plan fee)
 - 2) Four quarterly payments, due Jul. 10, Oct. 10, Jan. 10, & Apr. 10 (no payment plan fee)
 - 3) 10-month plan; first payment due Jul. 10 & last payment Apr. 10 (\$50 TADS payment plan fee)
- A \$35 late fee will be charged if the tuition payment is more than 5 days late.
- A \$35 fee will be charged for each returned payment.
- In the event that it becomes necessary for OLSS to institute legal proceedings to collect tuition, the parent/guardian financially responsible for tuition will be responsible for all legal/attorney fees, courts costs, and any fees associated with collections agencies.

TUITION GRANTS:

Several grants are available for our families:

- **Multi-Student Grants** are automatically given to families with more than one student enrolled at OLSS School.
- **Catholic Active Parishioner Grants** are given to families that are actively participating in their Catholic parish. Families must submit the Verification of Catholic Eligibility Form to be considered for the grant.
- The **Archdiocesan Tuition Assistance** and **OLSS Tuition Assistance Programs** are available for families who have a demonstrated financial need. Families must first apply for ADW Tuition Assistance in TADS prior to applying for OLSS Tuition Assistance. Families must submit the Tuition Assistance Application by the deadline date to the school office to be considered for financial aid.
- **Maryland State Dept. of Education BOOST Program** gives K-12 students from lower-income families an opportunity to find the best educational fit for their needs by providing scholarships for their children to attend a nonpublic school.
- As there is not a set amount routinely available in these programs, please feel free to inquire about your options as soon as possible. Tuition assistance starts by applying to the Archdiocesan of Washington Tuition Assistance Program; click on the "Apply for Financial Aid" tab when applying online at TADS.

TUITION GRANTS CHECKLIST:

- Most recent tax return; if current year tax returns are not filed, send prior year with all supporting documentation
- Copies of all W-2 Wage and Tax Statement Forms, all 1099 Interest/Dividends, Pensions/Annuities and or Miscellaneous Income Forms associated with return
- Documentation of total amounts received for all NON-taxable Income (welfare, food stamps, Social Security, Housing assistance, unemployment, Workers' Compensation etc.)
- The value and amount still owed on your home or rental agreement.
- The value and amount still owed on any investments, including real estate

VOLUNTEER SERVICE HOURS:

- All enrolled families are required to complete 20 volunteer service hours each school year.
- Please see the Parent/Student Handbook for information regarding fulfillment of service hours.
- Volunteer opportunities are posted on the school website and announced in newsletters.
- Unfulfilled volunteer service hours will be billed on the May tuition invoice at the rate of \$30 per hour.
- Families may opt-out of the volunteer service hours for a payment of \$600.

WITHDRAWAL FROM SCHOOL:

- Due to financial obligations and agreements with our teachers, the school must be notified in writing if your child(ren) is not returning for the 2021-2022 school year.
- Students whose families have made tuition payments but wish to withdraw their child(ren) prior to August 15, will receive a tuition refund, minus a 20% penalty.
- Tuition will not be refunded if a student withdraws after August 15, 2021. Tuition is expected to be paid in full.
- Military transfers, as the law requires, receive a full, pro-rated refund.
- Any refund request requires at least 5 business days to process.

CONSEQUENCES OF LATE/NON-PAYMENT POLICY:

- It is crucial that tuition payments be made promptly every month.
- If two full monthly tuition payments are not received and credited in TADS by August 20th for any student, that student may forfeit his/her spot at OLSS School.
- The Principal has the right to request that the student not attend until payments are made, or at her discretion, may give their position in the class to another child.
- Should an account be delinquent at the end of an academic quarter, OLSS reserves the right to hold a student's report card and refuse the student to begin a new quarter's or semester's work. An 8th grade student may not be allowed to participate in graduation activities. All school records will be held until full payment is made.
- OLSS reserves the right to deny admission to a student should tuition payments become delinquent, or if the academic year ends with tuition or other financial obligations unmet.
- In the event that it becomes necessary for OLSS to institute legal proceedings to collect tuition, the parent/guardian financially responsible for tuition will be responsible for all legal/attorney fees, courts costs, and any fees associated with collections agencies.

CONTACT INFO:

- For questions about the admissions process, please email olssschooll@comcast.net
- For questions about tuition and payment plans, please email bookkeeper@olss.org