



SAINT LOUIS PARISH OFFICE OF RELIGIOUS EDUCATION

ENROLLMENT INSTRUCTIONS 2010–2011

Welcome to the Religious Education Program at Saint Louis Parish!

Attached are application forms to enroll your child in classes for Kindergarten, Grades 1-9, and HS (grades 10-12 combined). Because our program relies entirely upon the support of volunteers to serve as teachers, aides, coordinators, hall monitors, and office helpers, please complete the attached CCD Volunteer Form with your application to let us know how you can support the CCD Program! Thanks!

PLEASE READ THESE INSTRUCTIONS FIRST!

1. For best placement, submit your application as soon as possible—even if you should need to make changes later! Your application is processed according to the order of its receipt. After Sept. 1, class schedule change requests carry a \$5.00/change/child fee; after Sept. 15, \$10.00/change/child.
2. **Applications postmarked after Aug. 1 require a late fee of \$20.00** (parishioners new to the area waive the late fee if applying for RE classes when registering with the Parish).
3. To apply for a scholarship, please write a letter to Father Richard Mullins, Administrator, explaining your concerns (*all financial/personal information is kept confidential*).
4. Include a copy (not an original) of the Baptismal Certificate for each child new to the program.
5. Complete a separate Student Registration Form for each child you wish to enroll, indicating your choice for each child's schedule by circling the session and grade in the *CCD Session Schedules* box.
6. An Emergency Medical Contact who is not a parent must be provided (an out-of-town contact may be listed, if necessary).
7. Kindergarten students must reach the age of 5 by September 30.
8. **Sacramental Preparation for First Penance/First Holy Communion:** Students must have completed 1st grade before entering 2nd grade (or be able to demonstrate adequate knowledge of the 1st-grade catechesis—*call for an appointment*).
9. **Sacramental Preparation for older Students who have not received Baptism/First Penance/First Holy Communion:** Students who have never had catechetical instruction or have not received Sacraments at the customary age should enroll in Wednesday “SPW” classes with other students of similar ages. Please indicate “SPW1” for Students in Grades 3-6 or “SPW2” for Students in Grades 7-8 as the “First Choice” in your child’s “Student Schedule Choices.”
10. **7th-Grade Sacramental Preparation for Confirmation:** Students must have completed 7th grade before entering 8th grade (or be able to demonstrate adequate knowledge of the 7th-grade catechesis and have completed the 7th-grade Confirmation Preparation Program requirements—*call for an appointment*).
11. **8th-Grade Sacramental Preparation for Confirmation:** Students in 8th-grade continue Confirmation Preparation requirements while completing their 8th-grade religious education.
12. **9th-Grade Sacramental Preparation for Confirmation:** All students in line to receive the Sacrament of Confirmation in Fall of 2010 must enroll in order to remain in the Sacramental Preparation Program; students are encouraged to enroll in and attend the Fall Confirmation classes, but no tuition payment is required beyond the Ceremonial Fee (which is usually paid in 8th grade).
13. Students entering grades 10, 11, 12 who would like to attend religious education classes at their level are invited to enroll in “HS” grade, which will feature a rotating curriculum, with a different program of studies every year for three years.
14. Academic homeschoolers and those who wish to receive credit through the CCD Program for homeschooling in Grades K,1,3,4,5,6,7 must complete an application and are eligible for a 50% tuition reduction. *Home-schooling in Grades 2 & 8 is not encouraged and is approved on a case-by-case basis: please contact the DRE to set up an appointment.*
15. Return your completed application with payment to: **CCD Application, Office of Religious Education, Saint Louis Parish, 2907 Popkins Lane, Alexandria, VA 22306.**

Office of Religious Education
SAINT LOUIS CATHOLIC CHURCH
ccd@saintlouisparish.org



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