



SAINT LOUIS PARISH OFFICE OF RELIGIOUS EDUCATION

OPEN ENROLLMENT INSTRUCTIONS 2009–2010

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. **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).
2. 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.
3. To apply for a scholarship, please write a letter to the Director of Religious Education 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 first and second choices for each child's weekly session and grade.
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:** Beginning with this year's 1st-grade class, students must complete 1st grade before entering 2nd grade (or be able to demonstrate adequate knowledge of 1st-grade catechetical content—*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:** Beginning with this year's 7th grade class, participation in both 7th & 8th grades will be required as preparation for Confirmation.
11. **8th-Grade Sacramental Preparation for Confirmation:** Students in this year's 8th-grade class must complete a series of requirements as part of their preparation for Confirmation; specific details will be presented at a Fall Parent Meeting in October—*see upcoming parish bulletin for date and time of meeting*.
12. **9th-Grade Sacramental Preparation for Confirmation:** All students in line to receive the Sacrament of Confirmation in Fall of 2009 (*Date TBA this August*) must enroll and attend classes up to the time of Confirmation; 9th-grade students attending Catholic High School may waive tuition payment.
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, 9 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.**

† Thank you, and God bless your family! †

Office of Religious Education
SAINT LOUIS CATHOLIC CHURCH
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