



Dear prospective St. Joseph School families,

Thank you for your interest in St. Joseph Parish School for Kindergarten through grade eight. We anticipate that 2025-2026 will be filled with blessings for our faith-filled community where parents, students and teachers express and witness the love of Christ through academic and spiritual opportunities.

Please note the following guidelines for registration:

**Annual Priority and Early Admissions Eligibility**

Due to the limited seats available, the following families will be given priority enrollment consideration to St. Joseph Parish School and Preschool in the order below. Open enrollment begins January 19, 2025 and continues until all available spots are filled. All current students are automatically enrolled for the upcoming school year.

- Current St. Joseph Parish School students and siblings
- Currently registered children at St. Joseph Parish Preschool and Pre-K
- St. Joseph Parishioners: i.e., children of families who are registered in and attend Mass at St. Joseph Parish.
- In cases with the same school application date, parishioner priority will be based on the date of St. Joseph Parish registration
- Parishioners of Holy Spirit Parish, Avon Lake
- Children of St. Joseph Parish School Alumni
- Catholic children who are non-members of St. Joseph Parish
- Non-Catholics: i.e., children of families of other or no faiths who desire a Catholic education

To apply for grades Kindergarten through eight, please return the following to the school office:

1. Completed Diocesan registration form
2. Copy of child's birth and baptismal certificates, if available
3. Cash or check for non-refundable registration fee of \$200, payable to St. Joseph Parish School. This fee may **not** be included in a payment plan through FACTS for new families. Registration for new families will be confirmed upon the deposit of the registration fee. New families are required to enroll in FACTS for the collection of tuition.
4. EdChoice application along with a current utility bill showing the billing and service address
5. Angel Scholarship Fund application (use the QR code located on the document)

Tuition for 2025-2026 will be determined when the State of Ohio publishes the value of the EdChoice Scholarship. Father Ron has established a family commitment of \$4,900 per student (plus registration fees). This applies only to those families who apply for scholarship opportunities. Those who do not submit the applications will be responsible for the published amount once it is determined the State of Ohio. Families who submit the applications will not pay more than \$4,900 per student (plus registration fees). If you have any questions regarding EdChoice or ASF, please contact John Stipek at [jstipek@stjosephavonlake.org](mailto:jstipek@stjosephavonlake.org). Please direct all other questions about the application process to Sharon Scrivens at [schoolsharon@stjosephavonlake.org](mailto:schoolsharon@stjosephavonlake.org).

Sincerely,

Maureen Goodwin  
Principal

Office of Catholic Education - Diocese of Cleveland - Permanent Record Card



Date Entered:		Student Full Name:		Student ID#:		Gender:	
School Name:		Student Birthdate:		Birthplace (City, St., Country)		Class of:	
School City:							

Student Residential Address	City	County	Zip	Phone	Student Parish/City	Language Spoken at Home

Name of School Student Entered From	School City	School State	Type of School		Entering Grade
			<input type="checkbox"/> Parochial <input type="checkbox"/> Public <input type="checkbox"/> Home School <input type="checkbox"/> Other _____		

Existing Educational Support	Public School District of Residence	Name of Public School in Student Area	Miles to School
<input type="checkbox"/> IEP <input type="checkbox"/> Accommodation Plan			

Ethnicity										
<input type="checkbox"/> Native American	<input type="checkbox"/> Asian	<input type="checkbox"/> African American/Black	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Native Hawaiian/Pacific Islands	<input type="checkbox"/> White	<input type="checkbox"/> Two or More Races	<input type="checkbox"/> Unknown/Other	<input type="checkbox"/> Do Not Wish to Disclose		

Sacraments	Date	Church, City, State
Baptism		
First Communion		
Confirmation		

Student Lives With	Last Name	First Name	Email Address	Occupation	Employer	Best Contact Number
<input type="checkbox"/> Natural Mother						
<input type="checkbox"/> Natural Father						
<input type="checkbox"/> Custodial M						
<input type="checkbox"/> Custodial F						
<input type="checkbox"/> Legal Guardian/Other						
<input type="checkbox"/> Parenting Plan/Custody Plan - Copy of plan needs to be provided to the school						

Parents/Custodial Parents	Religion	Parent Status
<input type="checkbox"/> Natural Mother		<input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Single <input type="checkbox"/> Remarried <input type="checkbox"/> Widowed <input type="checkbox"/> Deceased
<input type="checkbox"/> Natural Father		<input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Single <input type="checkbox"/> Remarried <input type="checkbox"/> Widowed <input type="checkbox"/> Deceased
<input type="checkbox"/> Custodial M		<input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Single <input type="checkbox"/> Remarried <input type="checkbox"/> Widowed <input type="checkbox"/> Deceased
<input type="checkbox"/> Custodial F		<input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Single <input type="checkbox"/> Remarried <input type="checkbox"/> Widowed <input type="checkbox"/> Deceased
<input type="checkbox"/> Legal Guardian/Other		<input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Single <input type="checkbox"/> Remarried <input type="checkbox"/> Widowed <input type="checkbox"/> Deceased

Other Children in the Household/List Names & Birthdates				
1.	2.	3.	4.	5.

# EdChoice Request Form 2025-2026

## STUDENT INFORMATION

This application is for (select one):

Traditional EdChoice Scholarship

EdChoice Expansion Scholarship (income based)

*\*Student data MUST match birth certificate.*

NAME: \_\_\_\_\_  
(First) (Middle) (Last)

DATE OF BIRTH: \_\_\_\_\_ LAST FOUR DIGITS OF SSN: \_\_\_\_\_ GENDER: FEMALE MALE

MOTHER'S MAIDEN NAME: \_\_\_\_\_ NATIVE LANGUAGE: \_\_\_\_\_

ETHNICITY: \_\_\_\_\_ CITY OF BIRTH: \_\_\_\_\_

GRADE LEVEL FOR 2024-2025: \_\_\_\_\_ GRADE LEVEL FOR 2025-2026: \_\_\_\_\_

IS THE STUDENT AN INCOMING KINDERGARTNER? YES NO

IS THE STUDENT AN INCOMING HIGH SCHOOLER? YES NO

HAS THE STUDENT EVER ATTENDED ANY OHIO PUBLIC SCHOOL? YES NO

IF YES, WHERE?

DISTRICT: \_\_\_\_\_ Building: \_\_\_\_\_ Year: \_\_\_\_\_

## PARENT/GUARDIAN INFORMATION

FOR THE PARENT/GUARDIAN SIGNING CHECKS, I AM THE (CHECK ONE):

Natural Parent

Residential Parent

Adoptive Parent

Student who is at least 18 years old

Legal Guardian of student applying for scholarship funds (court documents or Affidavit of Eligibility are required)

## PRIMARY PARENT/GUARDIAN

NAME: \_\_\_\_\_  
(First) (Middle) (Last)

DATE OF BIRTH: \_\_\_\_\_ LAST FOUR DIGITS OF SSN: \_\_\_\_\_

PHYSICAL ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIPCODE: \_\_\_\_\_ COUNTY: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

RELATIONSHIP TO STUDENT: \_\_\_\_\_

## SECONDARY PARENT/GUARDIAN

NAME: \_\_\_\_\_  
(First) (Middle) (Last)

DATE OF BIRTH: \_\_\_\_\_ LAST FOUR DIGITS OF SSN: \_\_\_\_\_

PHYSICAL ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIPCODE: \_\_\_\_\_ COUNTY: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

RELATIONSHIP TO STUDENT: \_\_\_\_\_

## SCHOOL INFORMATION

*\*Information must be completed to determine eligibility.*

My student is currently attending (check only one box):

Attending a public school

Attending a charter/community school

Attending a private school

Homeschooled (Never attended an Ohio School)

New to Ohio

Attending Pre-school

Other: \_\_\_\_\_

Name of school the student is currently attending: \_\_\_\_\_

Name of public school district you live in: \_\_\_\_\_

Name of public school the student would be assigned to for the 2025-26 school year: \_\_\_\_\_

## INCOME VERIFICATION

Income verification is required for new Expansion Scholarship applicants. Income verification is not required to apply for a Traditional EdChoice Scholarship. Families may qualify for low-income status if they choose to have their income verified for the Traditional EdChoice Scholarship. To complete the Income Verification process,

parents may submit online using the [secure Income Verification system](#) or complete and mail the paper form. Emailing documents is not permitted.

## ADDRESS VERIFICATION

***Proof of residency is required of all renewal applicants and must be submitted to the school with the application.***

Parents/Guardians must document residency by providing the school with a current (less than 90 days old) utility bill. The utility (electric, gas, water, sewer, cable/internet) bill must show matching service address and mailing address in the name of the parent/guardian. Post office boxes (except in rural areas where residents only have a PO Box) and cell phone bills have no service address and therefore are not accepted.

*Other Acceptable Documents:* A monthly mortgage statement (less than 90 days old) **or** lease/rental agreement (signed by lessee and lessor) **and** a piece of current business mail (examples: pay stub, bank statement, insurance statement, car payment statement, etc.) with parent/guardian's name and address. Additional information can be found on the [scholarship webpage](#).

## 2025-2026 EDCHOICE PARENT AGREEMENT

I \_\_\_\_\_ AGREE TO THE FOLLOWING:  
(Parent Name)

- The information provided in this application is true and correct.
- I have supplied the chartered nonpublic school with a certified copy of the student's birth certificate, copies of all custody/guardianship documentation for the student, and proof of my address.
- I have submitted only one EdChoice application for this student.
- The scholarship amount shall only be applied to the tuition of the enrolling school, and I may be required to pay other fees and costs as prescribed by the policies of the school.
- I will sign all scholarship checks received by the private school for my student in a timely manner. I understand that if I fail to endorse the scholarship checks to the school, I will be responsible for paying the student's tuition.
- If I transfer my scholarship to another participating chartered nonpublic school, I will notify the school of my intent to withdraw and I will return to the original school to sign any remaining checks.
- I will apply for any and all financial aid or tuition discounts and adjustments made regularly available to the students attending the school in which the student is accepted for enrollment.
- I will abide by the Ohio Department of Education and Workforce (DEW) dispute resolution process outlined in Ohio Administrative Code Section 3301-11-14.
- If I am not a low-income parent or did not complete the income verification process, I will be responsible for paying any difference between the scholarship amount and the tuition of the chartered nonpublic school.
- I must inform DEW and the chartered nonpublic school of any change in the student's residential address or custody status.
- I will not be able to renew my child's scholarship if: 1) my family moves to another public school district unless my child would be assigned to an EdChoice designated public school in the new district (applicable only to students who were initially awarded a scholarship based on an EdChoice designated

building); 2) my child does not complete all required assessments; 3) my child has more than 20 unexcused absences for the school year; or 4) I fail to complete the renewal process. If my child received an EdChoice Expansion scholarship, I must maintain Ohio residency.

- I have received and understand the policy handbook of the chartered nonpublic school and will abide by its provisions.
- I understand that if my child’s scholarship has been awarded in error, it will be terminated immediately, and I would then be responsible for paying the tuition if I decide to keep my child at the private school.

I designate \_\_\_\_\_ (Private School Name) to submit an application on my behalf for the Scholarship Program through the Ohio Department of Education and Workforce’s electronic application system. By signing below, I agree to the above statements.

\_\_\_\_\_  
SIGNATURE OF PARENT/GUARDIAN THAT WILL BE SIGNING CHECK

\_\_\_\_\_  
DATE

**Return to the private school with a copy of current utility bill showing matching service and mailing addresses.**

*The Ohio Department of Education and Workforce does not discriminate on the basis of race, religion, gender, nationality, age, disability, or ethnic background. The Ohio Department of education and Workforce is an [equal opportunity employer](#) and provider of [ADA services](#). The Department’s [Notice of Non-Discrimination](#) applies to all programs and activities.*

*View the Department’s [Disability Discrimination Policy](#) and [Discrimination Policy Grievance Procedure](#). For further information on notice of non-discrimination, visit [ocrcas.ed.gov/contact-ocr](http://ocrcas.ed.gov/contact-ocr) for the address and phone number of the office that serves your area, or call 1-800-421-3481.*



**ANGEL**  
SCHOLARSHIP FUND

*Turning taxes into tuition*

**2025-2026 Angel Scholarship Fund  
Tuition Assistance Application**

*Please complete one application per student.*

**Apply today!**





## **Payment of Tuition and Fees**

Upon completion of a Registration Form and payment of fees, families new to Saint Joseph Parish School will create an online FACTS account for payment of tuition and additional fees.

- Login to FACTS Management at <https://online.factsmgt.com/signin/3WWYC>
- Choose option to Set Up a Payment Plan for 2025-2026 to choose frequency of payments and ACH or credit card options for the period ranging from July 2025 to May 2026
- Customer set up is complete when account is labeled Pending on FACTS
- Saint Joseph Parish School will add charges for tuition. New plans will reflect payment of Registration Fees received at time of registration
- If financial assistance is awarded (Grades K-8) will be reflected in your FACTS account
- Payment Plans are Finalized on FACTS by Saint Joseph Parish School
- Questions regarding FACTS may be directed to Kim LaCour in the school office at 440-653-5621, [klacour@stjosephavonlake.org](mailto:klacour@stjosephavonlake.org), or to FACTS Customer Care at 866-441-4637