

# ST. MARY OUR MOTHER SCHOOL

CATHOLIC SCHOOLS DIOCESE OF ROCHESTER

811 WESTLAKE STREET, HORSEHEADS, NEW YORK 14845

TELEPHONE: (607) 739-9157 FAX: (607) 739-2532

PRINCIPAL: MRS. JEAN YORIO

**“... Educating the whole child ...spiritually, morally, and academically since 1959 ...”**

Dear Parents/Guardians,

Thank you for requesting registration forms for the 2018-2019 school year. In your packet of information you will find 3 forms to complete for each student.

Please fill them out, front & back, and return them to us within one week. In addition, the following items are needed to complete the registration process:

- original immunization records
- Child's original birth certificate
- Child's baptismal certificate (only needed if Catholic)
- Registration fee of \$150.00 (nonrefundable)\*
- Sign up in FACTS Tuition Management system for tuition payments

We will make all necessary copies and return the original certificates to you at the time of registration.

If we can be of further assistance please call us at 739-9157. Thank you!

Sincerely,

Kim Roemmelt  
Secretary  
St. Mary Our Mother School

\*all returned checks will be charged a \$25.00 fee

Please note: If you are registering for grades K-6 and are a member of St. Mary Our Mother Parish you will need to complete the Family/Church Commitment form that will be provided for you this spring.

