

Saint Margaret Mary Children and Youth Faith Formation

2019-2020 Registration Information

Dear Parents,

We are excited to be planning another year of children and youth faith formation programs at St. Margaret Mary! This next year will be a time of change to our staff and formation approach so we ask for your support and patience in the transition. Before you complete the 2019-2020 registration form, here's a few things to bear in mind as you consider your family's schedule for the coming school year.

Parents, We Need You!

Please prayerfully consider forming the faith of our children by being a **catechist, catechist aide, confirmation leader, or babysitter** in the nursery. (We offer childcare for the infants and toddlers of our catechists and aides.) Catechists receive a full tuition waiver for all their children; but we expect catechists to pay Sacrament fees. Aides and Babysitters receive a \$50 tuition credit. *All volunteers must take a "Virtus" class and submit a background check.*

Sacrament Preparation

We expect that all children entering our program have been baptized. If your child has not been baptized, please call the Parish Office at 630-369-0777 to make arrangements for baptism before enrolling your child in a program.

The Diocese of Joliet recommends two years of enrollment prior to receiving sacraments. Therefore, candidates for First Communion (2nd Grade) and Reconciliation (2nd or 3rd Grade) must be enrolled in a class in 1st Grade and candidates for Confirmation (10th Grade) must be enrolled in 9th Grade.

For 2nd & 3rd graders who are new and have not previously been enrolled in a Religious Education program or Catholic school, we offer a special class on Tuesdays, 4:45-5:45 pm. Call our office for more information.

Policies

A registration is not complete unless we receive both the **registration form and payment**. Register as soon as possible. (If there is a financial difficulty, please call the Formation Office.) We will begin class placements in the beginning of June and placements will be made on a first come, first served basis.

We cannot consider requests for a child to be placed with a particular catechist or other child or phone requests to "hold" a spot in a class. Families who are car-pooling should turn in their forms together and indicate "carpool" so that all children in your group can be placed on the same day/time.

Any registration received after **July 15th** will be charged a late fee of **\$25** and placements will be made by availability. A registration received after **August 19th** will incur a **\$50 late fee**. Additionally, these submissions will be collected and considered as we are able. Fulfillment, when possible, may be announced as late as the week of September 16th.

Any family requesting a change of class day/time after **September 1st** must submit that request in writing with the ***Change Request Form*** and with a change fee payment of **\$15** per incident to the Formation office. Requests made by phone or email will not be considered. **Changes to existing registrations will be given priority over late registrations.** We will accommodate requests as best we can, but there is no guarantee we will be able to fulfill every one.

New parish families are exempt from late fees.

Schedule letters will be mailed home in mid-August. Kindergarten thru 8th grade classes will begin the week of September 9th. Freshmen and Sophomores will kick off on Sunday, August 25th.

You are always in our prayers!!

—The SMMP Children & Youth Faith Formation Staff