



Dear Future FMCA Families,

It is with great excitement that we open enrollment at Father Marquette Catholic Academy for the 2025/2026 school year! We understand that selecting the right school for your child/children is one of the most important decisions you will make, and we are delighted that you are considering FMCA. We truly hope you choose to join our school community and do not think you will be disappointed!

Families are drawn to FMCA for several key reasons. We have small class sizes that allow for personalized interactions between children and teachers. At Father Marquette, you will never have to worry about your child/children getting lost in the crowd. Our students learn classically. Rather than simply learning large amounts of information, classical, liberal arts education focuses on teaching students how to learn and how to think deeply. It is about allowing students the opportunity to wonder about the *good, the true, and the beautiful* while cultivating wisdom. Education and discipline are viewed through a completely different lens at FMCA. We seek to form students intellectually and spiritually, balancing grace with high standards, leading all of our students to grow in virtue and to continually seek improvement in all areas of their lives.

Our front office team will serve as a resource for you as you evaluate whether FMCA is a good fit for your family and will continue to be a resource as you become part of the Father Marquette community. We look forward to building a relationship with you and your family!

Please know that FMCA offers generous scholarships and that each year we try our best to offer affordable tuition to every family who would like to attend. Please do not hesitate to reach out with any questions you might have.

ONLY ONE THING IS NECESSARY. . .

Grace and peace,

Melissa Pillifant

Principal

principal@fathermarquette.org

Centered in the person of Jesus Christ and grounded in the teachings of the Catholic Church, Father Marquette Catholic Academy is a mission of four Marquette parishes. Partnering with parents, we work to form students into disciples who will go forth to improve the world around them. We accomplish this by uniting the pursuits of faith and reason. Through rigorous academics grounded in the perennial Classical Curriculum and a commitment to personal attention of each student and their growth in virtue, we are dedicated to the complete formation of our students, remembering that in the end, only one thing is necessary.



FATHER MARQUETTE CATHOLIC ACADEMY

APPLICATION AND ENROLLMENT PROCESS

Welcome to our program! We're excited you're interested in enrolling. This document outlines the steps for enrollment at Father Marquette Catholic Academy.

Step 1: Application and Registration Fee

- ☐ Complete the enrollment application form and tuition contract (available [online](#) and at our office).
- ☐ Submit the application along with a non-refundable registration fee.

Important Note: We will not cash your registration fee until your application is accepted. If your application is not accepted, the registration fee will be returned to you.

Next Steps

Once we receive your application and registration fee, we will review it and contact you regarding the following steps. These include:

- ☐ A meeting with our principal and a school tour
- ☐ An assessment/screening
- ☐ Additional documents required for enrollment
 - ☐ Birth certificate
 - ☐ Immunization record

Finalization for Accepted Applicants

Upon acceptance, these documents will be required, if applicable:

- ☐ [Health Appraisal](#) (only required for PreK and Kinder)
 - ☐ Oral Health Screen within 6 mo of start date
- ☐ [Records Request](#)
- ☐ [Facts Payment Plan](#) set up
 - ☐ summer for fall starts, immediately for mid-year
- ☐ [FERPA Consent](#) (Family Educational Rights and Privacy Act)
- ☐ Grant and Aid Application (online)

-
- ☐ [First-day forms](#) if enrolling during the **mid-current year**----->>

We look forward to receiving your application!

If you have any questions about the enrollment process, please contact us at 906-225-1129 or secretary@fathermarquette.org.

Returned to FMCA office:

- ☐ Family Information Verify Form
- ☐ Technology (2-8, Staff)
- ☐ Covenant
- ☐ Free and Reduced Lunch App, optional
- ☐ PreK Forms:
 - ☐ Child Information Record (CIR)
 - ☐ Good Health Statement
 - ☐ Handbook Acknowledgement
 - ☐ Handbook (Online)
 - ☐ Late Pick Up Fee

Information Only for Parents:

- ☐ MAPS Transportation (bussing)
- ☐ Pesticide Notification
- ☐ Virtus Program



FMCA Tuition Contract: 2025-2026 Only One Thing is Necessary...

FAMILY NAME: _____
Last Name Parent(s) First Name

For the **2025-2026** school year, I commit myself to pay the tuition and fees as follows:

- ☐ Subsidized (*actively participating Catholic*) and **currently** registered at _____ Parish
- ☐ Non-Subsidized (*Non-Catholic or Catholic but not actively participating in a parish*)

Gross Tuition for the Year \$ _____

- ☐ I qualify for the new family 20% off discount (*Discount applies for new K-8 families, **not PreK***) \$ - _____

Registration Fee (non-refundable) \$ _____

◆ Registration fee is \$150 but increases to \$190.00 after March 21, 2025.

◆ Registration fee is due at signing of contract

Current families through FACTS

New families by cash or check

Optional Incidental Fees:

Scrip Opt out (\$350) – optional \$ _____

Family Service Hours Opt out (\$250) - optional \$ _____

By enrolling my student(s) in Father Marquette Catholic Academy and signing this form, I am accepting and agree to abide by the rules, regulations and code of conduct of the school. I understand that tuition & fee payments will be made through FACTS beginning in August based upon my agreed upon payment plan. Tuition paid by credit or debit card will have a 2.95% **convenience fee** added each time the card is credited. Facts charges a \$25 late fee for all late payments. I understand it is necessary for all tuition and fees to be paid up-to-date in order for my child to continue attending FMCA. Enrollment is not complete until all required forms are properly completed and submitted together and all fees paid. I understand I will give a minimum of 3 full weeks' notice for withdrawal from the program, or pay the equivalent.

Signature: _____
Parent, Guardian, or Person who is Financially Responsible Date

Complete and Sign Backside

FMCA Tuition Contract: 2025-2026 Only One Thing is Necessary...

Parent/Guardian Expectations

Please review and initial. By initialing you understand that these expectations are required and if not met, monies will be added to your final tuition payment.

_____ FMCS Scrip program: \$350 profit per family per year (May 1 – April 30) – optional opt-out fee \$350

_____ Family Volunteer Hours: 25 hours per family prior to the last day of school – optional opt-out fee \$250

_____ The registration fee completes your fundraising requirement/classroom party contributions for the school year

_____ PRE-K Families ONLY: Reviewed and signed PK Toilet Training Policy

Tuition Payment Plan - Select One

_____ Pay 100% option - due August 2025

_____ Pay 10 monthly payment option – August through May

_____ 4 payment option – August, November, February, May

_____ 2 payment option – August and January

Financial Assistance

Financial assistance is only available to fully registered families. You must have completed a registration form and paid the registration fee. Financial assistance applications can be completed online. Contact the Front Office for more information. To apply, visit <https://online.factsmgt.com/aid>

Will you be applying for financial assistance by May 1, 2025?

☐ Yes, I will be applying for financial assistance ☐ No, I will not be applying for financial assistance

Photo Release

_____ My child(ren) has permission to be videotaped, photographed, or recorded for school purposes. The permission also extends to posting unidentified pictures(s) on classroom teacher's sites. This gives permission to photograph students for the yearbook and publicity.

Signature: _____

Parent, Guardian, or Person who is Financially Responsible

_____ Date

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FMCA Tuition Scale: 2025 – 2026

Education for Life ✚ Faith for Living

Subsidized (K-8)* *Rates subsidized by parishes for participating Catholic families

# of K-8 Children Enrolled	Yearly Total
1 Child	\$4,525
2 Children	\$7,465
3 Children	\$8,025
Additional Child After 3rd	\$500 ea2

Non-Subsidized (K-8)

# of K-8 Children Enrolled	Yearly Total
1 Child	\$5,995
2 Children	\$9,335
3 Children	\$10,080
Additional Child After 3rd	\$500 ea

Pre-Kindergarten

Program	Hours	Yearly Per Child
5 Half Days	8am to 11:30am	\$3,900
5 Full Days	8am to 2:30pm	\$5,600
After School Childcare	2:30 to 5:30pm	TBD in Fall

Fees

Item	Details	Full Time PreK – 8th	Part Time PreK
Registration Fee <i>Non-Refundable</i>	Before March 24 After March 24	\$150 \$190	\$150 \$190
Scrip Program	Earn or Opt Out	\$350	\$175
Family Service Hours	Earn or Opt Out	\$250	\$125
Developmental Testing <i>First time enrolling</i>	PreK / K only	\$25	\$25



Father Marquette Catholic Academy
Marquette, Michigan

Only One Thing is Necessary...

Registration Fee		Health Appraisal	
Student Records Request		Immunization Record	
Half/Full - PK Only		Parish Verification	
Birth Certificate		Baptism Certificate	

OFFICE USE ONLY

APPLICATION FOR ADMISSION

APPLICANT INFORMATION

(PLEASE PRINT. Leave no blank spaces. For questions that do not apply, write "N/A")

Student's Legal Name

(Last) (First) (Middle)
Applying for School Year 20_____ Grade _____ PK Full/Half Days _____ Repeating a grade? _____ Yes _____ No
Birth date ____/____/____ Sex _____(M/F) Birthplace (City, State, Country) _____

Home address

(Street and Number) (City) (State) (Zip)
Home phone _____ - _____ - _____ Email to be used for official school communication _____

Public school system in which student resides _____ Public school child would attend _____

Religion _____ Baptized in that religion? _____ Yes _____ No

***Please note: New students may need to be evaluated to determine appropriate classroom placement.**

FOR CATHOLIC APPLICANTS

Catholic parish where registered _____
(Name) (Address) (Phone Number)

SACRAMENTAL INFORMATION

DATE

CHURCH (Name, City, State)

Baptism _____/_____/_____
Reconciliation _____/_____/_____
First Eucharist _____/_____/_____
Confirmation _____/_____/_____

ACADEMIC HISTORY

NAME OF PREVIOUS SCHOOL

SCHOOL YEAR

GRADES

LOCATION

TELEPHONE

FAMILY INFORMATION

FATHER

Full Name _____

Religion _____

Parish _____

Home Address _____

Home phone _____ - _____ - _____

Cell phone _____ - _____ - _____

Home email _____

Occupation _____

Employer _____

Work phone _____ - _____ - _____

Work email _____

☐ Alumni/Graduation Year: _____

MOTHER

Full Name _____

Maiden _____

Religion _____

Parish _____

Home Address _____

Home phone _____ - _____ - _____

Cell phone _____ - _____ - _____

Home email _____

Occupation _____

Employer _____

Work phone _____ - _____ - _____

Work email _____

☐ Alumni/Graduation Year: _____

GUARDIAN

Full Name _____

Religion _____

Parish _____

Home Address _____

Home phone _____ - _____ - _____

Cell phone _____ - _____ - _____

Home email _____

Occupation _____

Employer _____

Work phone _____ - _____ - _____

Work email _____

☐ Alumni/Graduation Year: _____

Marital status: ☐ Married ☐ Single ☐ Separated ☐ Divorced ☐ Mother deceased ☐ Father deceased ☐ Mother remarried ☐ Father remarried
(NOTE: In cases of divorce, a decree of custody, as well as any specific instructions regarding release of the child to a parent, must be submitted with this application.)

Student lives with: ☐ Both parents one home ☐ Both parents part time ☐ Mother ☐ Father ☐ Guardian

<i>SIBLINGS</i>	<i>DATE OF BIRTH</i>	<i>SCHOOL ATTENDING</i>

ADDITIONAL INFORMATION

<input type="checkbox"/> Yes	<input type="checkbox"/> No	<p><i>Has your student ever been suspended, dismissed, expelled, or not permitted to re-enroll in a school?</i></p> <p><i>If yes, please give the name of the school and explain the reasons on a separate sheet of paper.</i></p>
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<p><i>Has your student ever been tested or evaluated for any disability [i.e., learning disabilities, attention deficit, (hyperactivity) disorder, emotional disabilities, etc.], English as a second language, or medical condition?</i></p> <p><i>If yes, please describe on a separate sheet of paper any disability or medical condition that may affect the applicant's ability to participate fully in the academic and/or other programs provided at our school. If applicable, please provide dates of IEP, 504 Plan, Student Assistance Plan, and any other relevant documents.</i></p>

If you are requesting an adjustment or accommodation to allow participation to any program, please describe your request on a separate sheet of paper. Please provide sufficient evidence to allow us to assess your situation. We may request additional information from you and an appropriate health professional.

Information about disabilities is requested for the sole purpose of determining whether the school can provide the applicant with an appropriate education or reasonable accommodation and will not be considered in determining whether he/she is otherwise qualified for admission.

ETHNICITY OF CHILD **Please complete Part A and Part B:**

The following is optional but helpful information is for use in applying for federal grants and for the NCEA (National Catholic Educational Associations) data bank.

Part A: ☐ *Hispanic/Latino* ☐ *NOT Hispanic/Latino*

Part B: ☐ *American Indian/Native Alaskan* ☐ *Asian* ☐ *Black/African American*
☐ *Multi-racial* ☐ *Native Hawaiian or Other Pacific Islander* ☐ *White* ☐ *All others*

NAME OF PERSON RESPONSIBLE FOR TUITION/FEES

Name _____
(Last) (First) (Middle)

Home address _____
(Street and Number) (City) (State) (Zip code)

Phone _____ - _____ - _____ Email address _____

Signature of Parent/Guardian _____ Date _____

Father Marquette Catholic Academy



500 S. Fourth Street

Marquette, MI 49855

906-225-1129

www.FatherMarquette.org

Centered in the person of Jesus Christ and grounded in the teachings of the Catholic Church, Father Marquette Catholic Academy is a mission of four Marquette parishes. Partnering with parents, we work to form students into disciples who will go forth to improve the world around them. We accomplish this by uniting the pursuits of faith and reason. Through rigorous academics grounded in the perennial Classical Curriculum and a commitment to personal attention of each student and their growth in virtue, we are dedicated to the complete formation of our students, remembering that in the end, only one thing is necessary.

PreKindergarten Toilet Training Policy

Only One Thing is Necessary...

Children enrolled in Pre-Kindergarten must be toilet trained before attending. Children must be wearing underwear. A child having accidents daily would not be considered toilet trained. Please note that wearing pull ups is not considered toilet trained, though we do allow for pull up at rest time if needed.

Why do children have to be toilet trained before they begin Pre-Kindergarten?

- There are strict standards for changing and disposing of wet or soiled diapers/pull-ups. Our classrooms are not equipped for this.
- When an adult is changing soiled clothing, it removes one adult from the direct supervision of and interaction with the rest of the class.

We do understand that even toilet-trained children will occasionally have accidents. "Accidents" can be defined as unusual incidents that should happen infrequently. In these instances, the teachers will help the children change their clothing while encouraging as much independence as possible.

A toilet trained child is a child who can do the following:

- Communicate to the teachers that he/she needs to go to the restroom before they go.
- Alert him/herself to stop what he/she is doing to go to the bathroom.
- Pull down his/her clothing and get them back up with minimal assistance.
- Wipe him/herself with minimal assistance.
- Get on and off the toilet.
- Wash and dry hands.
- Postpone going temporarily if they must wait for somebody who is in the bathroom or we are away from the classroom.

We certainly will ask your child many times throughout the day and before naptime if they need to use the bathroom. A teacher will assist children as needed, but children should be able to complete most toileting activities independently.

It is not uncommon for a child who is fully toilet trained to have a setback when he or she is in a new environment. We are aware of this and will assist the children. Please send a complete change of clothes appropriate for the season. These will be left at school in case of accidents and will be returned at the end of the year. Parents will be notified if a child has a toileting accident.

We understand that each child arrives at this milestone differently, therefore we will allow for time for your child to demonstrate accomplishment of this goal. However, if the situation is not manageable within the classroom environment, we will discuss the issue with the parents and reserve the right to unenroll until such a time as the child has arrived at this milestone.

Child's Name: _____

Parent's Signature: _____ Date: _____

PreKindergarten Late Pickup Charge

All children must be picked up at their dismissal time.

Half-day students dismiss at 11:30. After 11:40, a \$10 late fee will be assessed every 30 minutes.

Full-day students dismiss at 2:30. After 2:40, a \$10 late fee will be assessed unless arrangements have been made for the child to attend the after-school program.

The after-school program closes promptly at 5:30. Late fees (\$2 per child/ per minute late) will be assessed beginning at 5:30. The clock on the log-in computer will serve as the official time-keeper.

If there is a problem and you know you will be late, please call the school office as soon as possible to inform them or to check if there is space available in the after school program.

Student Name: _____

Parent/Guardian Name
(Printed): _____

Parent/Guardian Signature: _____

Date: _____

Family Activity Accounts: 2025 – 2026

Only One Thing is Necessary...

What are Family Activity Accounts?

Family Activity Accounts (FAA) are a vehicle to help families save for and pay out-of-pocket, school-related activity expenses for their children. It allows families to start earning money through school fundraisers, to help offset the cost of things like the middle school band trip, field trips, and other class trips. There is one account for each family.

How does a Family Activity Account get funded?

Families earn money for their FAA by participating in school fundraisers. Any amount of profit earned gets banked into your FAA. This money carries over from year to year.

Who keeps track of Family Activity Account balances?

The balances are tracked by fundraising volunteers, along with FMCA staff. The manager of the FAA is the FMCA secretary. If you require a report at any time, please contact secretary@fathermarquette.org or 906-225-1129.

Who does the money belong to?

The money raised is raised in the name of the School and therefore belongs to the School. The money is deposited into a bank account in the name of the School. Since the money belongs to the School, it can not be accessed by the families except to pay designated out-of-pocket school-related expenses.

What type of expenses may be paid with Family Activity Account funds?

Expenses that may be paid include any required out-of-pocket school-related cost for your child (e.g. class trip or class outing, but NOT tuition) that would require a family to pay \$25 or more. The reason for the minimum required amount is to limit the amount of work/volunteer time required to maintain the Family Activity Accounts.

What type of expenses may not be paid with Family Activity Account funds?

- Tuition
- SCRIP Requirement
- Family Service Program Requirement
- Non-Activity Fees (spirit wear, fruit sales, etc.)

How are expenses paid out of Family Accounts?

A teacher and/or staff member will inform you of any activities your child may be participating in. If the cost to you is \$25 or more, you may request that your Family Activity Account funds balance be used to pay the expense. An FAA Withdrawal Request Form must be completed, signed, and turned in to your child's teacher or the middle school office. The school will then process the withdrawal from your account, and the activity expense will then be paid for directly by the school.

Some Future Expenses to be aware of:

- Middle School Faith and Science Camp
- 7th/8th Grade Washington D.C. Trip

Family Expectations: 2025 – 2026

Only One Thing is Necessary...

Scrip Requirements

- Purchasing Scrip gift certificates is a very easy way to earn money for our school without costing you extra money. All you need to purchase is gift certificates (Scrip) for your regular family needs.
- Each family is expected to generate \$350.00 of **profit** through Scrip sales.
- Profit percentages are indicated on the order form next to each vendor.
- Family and friends may purchase Scrip in your name.
- It is easy to buy and order Scrip. You may purchase Scrip in the School Office or after Mass at one of the Catholic parishes. You may phone in an order to school, email an order to the School Secretary, or order online, or use the RaiseRight app. Most orders will be filled immediately. If we do not have a particular Scrip gift card on hand, it will usually take one week to get it in.
- **All of your Scrip sales from May 1, 2025, through April 30, 2026**, will be recorded for you in a computer program to track each family's sales. A printout will be sent home periodically to inform you of your progress.
- Any excess profit over the \$350.00 will be credited to the family's Tuition Account at a 50% rate as a Scrip Tuition Credit in the next school year.
- If a family does not meet the \$350.00 profit requirement, they will be expected to pay the difference. Any amount due will be added to the last month of your current school year's tuition.
- If you do not wish to participate in our Scrip program, you may opt out on your tuition contract for a fee of \$350.00. If you do not opt out, your participation will be required.

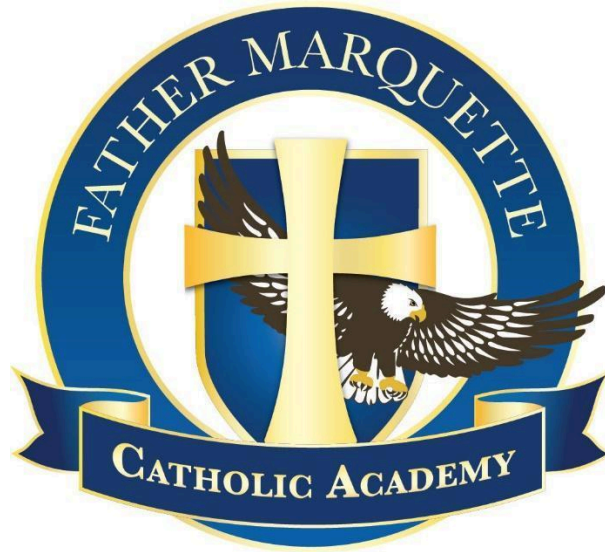
Please Note: Half-Day Pre-K families **ONLY**, the requirement is \$175.00.

Family Service Hours

Each family is required to generate 25 hours of service for the school **between the dates of June 12, 2025, through the last day of school for 2026**. Hours may be earned by volunteering your time, services, or goods. Each hour of service is worth \$10.00. If you do not wish to participate in the Family Service Hours Program, you may opt out on the tuition contract for a fee of \$250.00.

Please Note: Half-Day Pre-K families **ONLY**, the requirement is 12.5 hours, with an opt-out option of \$125.00.

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Scholarships are available

Deadline: May 1, 2025

Application fee: \$35, collected by FACTS



FACTS makes quality education affordable for families by assisting schools in awarding financial aid. We work with schools to create a custom application and collect financial data so schools can make accurate award decisions based on financial need.

To apply for financial aid, visit: <https://online.factsmgt.com/aid>

After completing the online application, you will need to upload all required supporting documentation.

The following supporting documents are required to complete the application process:

- **IRS Federal Income Tax Return**, including all supporting schedules (the year of the tax return depends on the tax requirements of your school). If applicant and co-applicant file separately, we require both tax returns for the same tax year.
- Copies of **all the current year W-2 Wage and Tax Statements** for both the applicant and co-applicant.
NOTE: If you are applying before you have received all the current year W-2 Wage and Tax Statements, please submit them as soon as they become available.
- Copies of all supporting tax documents if you have business income/loss from any of the following:
 - Business** - send Schedule C or C-EZ and Form 4562 Depreciation and Amortization
 - Farm** - send Schedule F and Form 4562 Depreciation and Amortization
 - Rental Property** - send Schedule E (page 1)
 - S-Corporation** - send Schedule E (page 2), Form 1120S (5 pages), Schedule K-1 and Form 8825
 - Partnership** - send Schedule E (page 2), Form 1065 (5 pages), Schedule K-1 and Form 8825
 - Estates and Trusts** - send Schedule E (page 2), Form 1041 and Schedule K-1

IMPORTANT: If you file a tax return but do not have W-2 wages because you are self-employed, you will be required to submit a copy of your current year Federal Form 1040 Tax Return.

- Copies of all supporting documentation for household Non-Taxable Income such as Social Security Income, Welfare, Child Support, Food Stamps, Workers' Compensation, and Temporary Assistance for Needy Families (TANF). If you do not file a tax return, you are required to provide documentation of all income received.

All documentation received is imaged upon receipt and then destroyed.

You may log in to your FACTS user account to review the status of your application. Please allow 2 weeks processing time before inquiring further about receipt and/or status of the uploaded documents. Application deadlines are set by the institution awarding the aid. If you are applying after the deadline, contact your school to ensure that your application will be accepted.

A non-refundable application fee may be required before your application will be submitted.

NOTE: Award decisions are made by the institution providing the financial aid, not FACTS.

[Online.FACTSmgt.com/Aid](https://online.FACTSmgt.com/Aid)

