

**Koraes Elementary School**  
**New Student Registration Packet**  
**2024-2025 (PK-8)**

In order to be considered registered, you must complete the following forms below. Please email all completed registration forms to [registration@koraes.org](mailto:registration@koraes.org).

- **New Family Application** - Per family (Required to be registered)
- **Tuition Contract** - Per family (Required to be registered)
- **Emergency Form** - Per student (Required to be registered)
- **Birth Certificate** - Per student (Required to be registered)
- **Baptismal Certificate** - Per student (Required to be registered)
- **Health Form** - Due by September 30, 2024 or your child will be excluded from school. (Mandatory for students entering Preschool, Kindergarten and 6th grade)
- **Dental Form** - Due by March 1, 2025. Late forms are subject to a financial penalty. (Mandatory for students entering Kindergarten, 2nd and 6th grade)
- **Vision Form** - Due by March 1, 2025. Late forms are subject to a financial penalty. (Mandatory for students entering Kindergarten)
- **Stewardship Letter** - From your home Parish, confirming that you are in good standing for the 2024 calendar year. Required to qualify for discounted tuition. Due by October 1, 2024.

A mandatory registration fee of \$200 per child (not to exceed \$650) must be paid in full to be considered registered for the 2024-25 school year. **Please note that the registration fee is non-refundable.**

FACTS Tuition Management handles tuition and fees processing for Koraes Elementary School. To complete registration for the 2024-25 school year, all new families must enroll with FACTS Management at <https://online.factsmgt.com/Signin.aspx>.