

**IMMACULATE CONCEPTION PARISH
OFFICE OF RELIGIOUS EDUCATION
P.O. BOX 166
MECHANICSVILLE, MD 20659
240-230-3167
DEACON.KYTE@GMAIL.COM**

TO: FAITH FORMATION PARENTS
FROM: DEACON BILL, DIRECTOR OF RELIGIOUS EDUCATION
DATE: JUNE 26, 2018
RE: 2018-2019 REGISTRATION for FAITH FORMATION

Dear Families:

Welcome to another year of Religious Education for your child/ren here at Immaculate Conception Parish in Mechanicsville, MD. This is my fifth year as the Director of Religious Education for FAITH FORMATION. With your help this 2018 – 2019 year and that of the Holy Spirit, we can look forward to another year of renewed learning and love of our Lord here at Immaculate Conception for our children.

Enclosed with this mailing (email) and/or on our Web-page, ICChurchmd.org, you will find a FAMILY REGISTRATION FORM along with an additional page titled ‘REGISTRATION INFORMATION AND PROCEDURES’ for completing this form. This FAMILY REGISTRATION FORM will allow the staff, in the Office of Religious Education, to update all family changes, correct past errors, and to provide needed information for Home School and Catholic School information. Please, I know this may take a few extra minutes, but it will greatly help and support the Parish.

Please make all the necessary corrections or additions on the FAMILY REGISTRATION FORM FY 2018-2019 that relates to your family and the student(s) at this time. IT IS IMPORTANT that this form and payment be returned to us by AUGUST 13, 2018. You may email the form; fax it to 301-884-7437; drop it in the Sunday collection basket at Mass (marked to my attention); or just mail it to: P.O. Box 166, Mechanicsville, MD 20659. **PAYMENT:** Place in collection basket or mail it along with the Registration Form or bring it by the Rectory. The important thing is the DEADLINE in order for us to plan for your children. Thank you for your help. If you need additional support or you have a question, please call me.

Yours in Christ,

**Deacon Bill Kyte, DRE
Office # 240-230-3167**

Registration Information and Procedures For 2018-2019

Every year, personal information may change for families (e-mails, phone numbers, addresses, etc.); therefore, we ask that ALL FAMILIES fill out a registration form every year so that our system may be updated.

- Complete the 2018-2019 Religious Education Registration form.
- Enclose a copy of your child/ren's Baptismal Certificate (unless baptized at Immaculate Conception Parish or previously turned in)
- Enclose the appropriate registration fee (see below) (Check or MO payable to ICC or online) See Faith Formation Forms.
- If your child attended classes in a different parish last year, please obtain a "Transfer Letter" from that parish (We require that there be a copy on file with the Religious Education Office since additional sacraments cannot be conferred upon your child until their Baptism has been verified by a signed and church stamped certificate.)
- **Both Catholic School and Homeschool children who will be receiving their Sacraments at Immaculate Conception need to register.**

You may e-mail the form; drop it in the Sunday Collection basket; or snail mail to PO Box 166, Mechanicsville, MD 20659.

CLASS SCHEDULES: Religious Education classes Grades K-8 are held on Sunday mornings, with Session A beginning at 8:00 AM until 8:50 AM and Session B beginning at 10:00AM until 10:50 AM, Session C is for Catholic School to register, and Session H for Homeschool children to register. Families may choose the session that best suits their needs, **BUT ONCE A CLASS IS FILLED, THE OTHER SESSION WILL BE THE ONE A FAMILY IS REGISTERED IN. REMEMBER FIRST COME, FIRST SERVED.** This schedule allows families to attend Mass either before or after Religious Education classes.

FEES:

- 1 child, \$50
- 2 children, \$70
- 3 or more children, \$80

Extra amount due at Registration for Sacraments:
2nd Grade First Holy Communion is \$40;
8th Grade Confirmation is \$30, **and** \$50 if attending the Retreat.

Deacon Bill Work – 240-230-3167 from Tuesday through Friday
 Cell – 240-577-0923
 E-mail – Deacon.Kyte@gmail.com

FAMILY REGISTRATION FORM for FY 2018-2019

RELIGIOUS SCHOOL ENVIROMENT: CHECK ONE: IC HALL OR HOME SCHOOL OR CATHOLIC SCHOOL: WHERE and NAME /ADDRESS: _____

Mother's **Full** Name: _____
First Middle Last

Mother's Maiden Name: _____

Father's **Full** Name: _____
First Middle Last

Address: _____
Street Address/P.O. Box

City State Zip Code
E-Mail Address: _____ Home Phone #: _____

Mother's Work Phone #: _____ Mother's Cell Phone #: _____

Father's Work Phone #: _____ Father's Cell Phone #: _____

STUDENT INFORMATION- PLEASE FILL OUT ALL INFORMATION ON EACH STUDENT

Circle Choice

(Choice will be given only if available)

A Session: 8:00-8:50 AM Sunday

B Session: 10:00-10:50 AM Sunday

Student's Full Name (First, Middle Last)	Date and Place of Birth (City, State)	Grade in School	Grade in FAITH FORMATION	Where and When were Sacraments Received? (NAME OF PARISH)

Please list any learning disabilities or allergies that your child may have.

REGISTRATION TUITION

Checks or money orders accepted **ONLY** - payable to:

ICC

1 Child - \$50 2 Children - \$70 3 or more Children - \$80

Extra amount due at time of Registration for 2nd Graders - \$40

Extra amount due at time of Registration for 8th Graders - \$30

Extra amount due for 8th Grade Retreat - \$50

Amount Due: _____

Amount Paid: _____ Date: _____