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Parents,

This year, we are asking all parents to re-enroll on the “Re-enroll Me” tab on Gradelink. This will streamline our enrollment process with not only our currently families, but also new families as well. All families will need their user name and password to re-enroll. This will be provided in the enrollment packet.

Here are the steps to re-enroll:

1. On the internet, go to www.gradelink.com
2. Select the log in area.
3. Fill in the following information:
 - a. School Id: 1827
 - b. Your User Name: provided
 - c. Your Password: provided
4. This will take you to a screen with tabs on the left side.
5. Select the tab which says Re-enroll
6. You will see a screen which states the following:

Application/Registration

Thank you for updating your student information.

Please fill out the fields on each page as completely as possible and press Continue to proceed to the final submission page. Your changes are saved automatically as you continue through the pages. You may go back to review and correct entries using the Back button or the page buttons above.

The system will alert you in a required field is missed. To save time, some of the fields will be pre-populated from our current records. Other fields will require a fresh entry, such as all phone numbers, to ensure that our records are up-to-date, accurate, and consistently formatted. You must complete each section before continuing to the next page.

7. Please remember to verify all information on Gradelink. Please make changes where needed.
8. All families will need to fill out the following paper copy information and return with your registration fee. **The per student registration fee for grades Preschool 3 and Prekindergarten 4 is \$125.00. The per student registration fee for grades Kindergarten through grade 8 is \$300.00 per student.**
 - a. 2020-2021 Tuition Option Plan
You must fill out the areas indicated, initial it and select a payment plan. All plans begin in August. You have the option of the following plans: one time pay in Full, two times a school year, three times a school year, or ten times (once a month) school year.

Mission Statement

St. Edith Catholic School “teaches as Jesus did” with love, care, and discipline, centering on the Eucharist, and focusing on students: our gifts and our future.

- b. Page 6 of the Electronic Information Access and Use for Educational Purposes Policy
- c. Declaration Page
- d. Permission to Photograph & PG Movie Permit Form
- e. *Child Information Record – grades Ps3, Prek 4 and Kindergarten only***
- f. SEPA Information Page
- g. New Family Referral Form if applicable

The following information for your convenience is also included in this packet.

- a. 2020-2021 Tuition Rates
- b. Gradelink User Name and Password
- c. Supply Lists
- d. Educational Outfitters

The streamlining of the enrollment process will also help cut down on the use of paper copies come August. All other forms will be sent via email in a .pdf format for you to fill out and either print or email to return. We will also put these forms on Gradelink and the Website for you to download.

Current and new families who need information on the AOD Tuition Assistant Program are encouraged to stop by the school office or the table outside the office for more information. All AOD Tuition Assistant Program information have dates to adhere to. Please be mindful of these dates. The AOD Tuition Assistant Program is done on line through FACTS Management. The link will be placed on Gradelink and the school website when it becomes available.

Thank you for your continued commitment to St. Edith Catholic School. We are looking forward to 2020-2021!



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