

**Northside Catholic Assumption Academy  
Registration Requirements  
2020 - 2021 School Year**

**\* Kindergarten Children**

Must be 5 years old by September 30, 2020  
Please bring Birth Certificate  
Immunization Records & Physical Form  
Baptism Certificate (if Catholic)  
Court Ordered Custodial Agreement (if applicable)  
Copies can be made for you

**\* 3 or 4 year old Preschool Children**

Must be 3 or 4 years old by September 30, 2020  
Please bring Birth Certificate and Immunization Records  
Copies can be made for you  
Must be potty trained

**\* All Other Children Registering**

Please bring Birth Certificate  
Immunization Records  
Baptism Certificate (if Catholic)  
Court Ordered Custodial Agreement (if applicable)  
Copies can be made for you

Please return Registration with a \$200 non-refundable Registration Fee (***for all new families only***) which will be deducted from your tuition for the 2020-2021 school year.

**NOTE: Registration is not complete until you have set up a payment plan on FACTS (see below to sign up)**

**TUITION ASSISTANCE and PAYMENT PLAN**

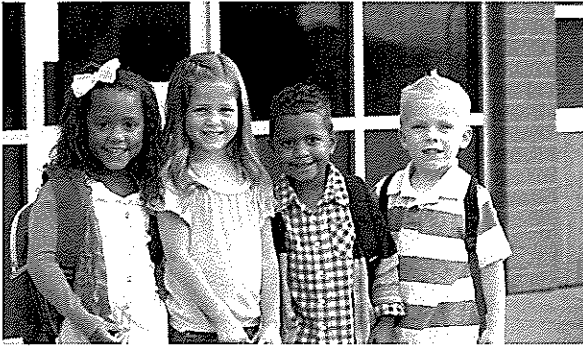
Please go to <http://online.factsmgt.com/signin/3MSGZ> to apply and set up your payment plan.

Call the School office for further information at 412-761-5043

***Please turn over for Immunization Requirements  
If your child is not up to date with immunizations, they will not be able to  
attend school until they are up to date!***

# SCHOOL VACCINATION REQUIREMENTS FOR ATTENDANCE IN PENNSYLVANIA SCHOOLS

## FOR ATTENDANCE IN ALL GRADES CHILDREN NEED THE FOLLOWING:



- 4 doses of tetanus, diphtheria, and acellular pertussis\* (1 dose on or after the 4th birthday)
- 4 doses of polio (4th dose on or after 4th birthday and at least 6 months after previous dose given)\*\*
- 2 doses of measles, mumps, rubella\*\*\*
- 3 doses of hepatitis B
- 2 doses of varicella (chickenpox) or evidence of immunity

\*Usually given as DTP or DTPaP or if medically advisable, DT or Td

\*\* A fourth dose is not necessary if the third dose was administered at age 4 years or older and at least 6 months after the previous dose

\*\*\*Usually given as MMR



**ON THE FIRST DAY OF SCHOOL**, unless the child has a medical or religious/philosophical exemption, a child must have had at least one dose of the above vaccinations or risk exclusion.

- If a child does not have all the doses listed above, needs additional doses, and the next dose is medically appropriate, the child must receive that dose within the first five days of school or risk exclusion. If the next dose is not the final dose of the series, the child must also provide a medical plan (red and white card) within the first five days of school for obtaining the required immunizations or risk exclusion.

- If a child does not have all the doses listed above, needs additional doses, and the next dose is not medically appropriate, the child must provide a medical plan (red and white card) within the first five days of school for obtaining the required immunizations or risk exclusion.

- The medical plan must be followed or risk exclusion.

## FOR ATTENDANCE IN 7TH GRADE:

- 1 dose of tetanus, diphtheria, acellular pertussis (Tdap) on the first day of 7th grade.
- 1 dose of meningococcal conjugate vaccine (MCV) on the first day of 7th grade.

**ON THE FIRST DAY OF 7TH GRADE**, unless the child has a medical or religious/philosophical exemption, a child must have had the above vaccines or risk exclusion.

## FOR ATTENDANCE IN 12TH GRADE:

- 1 dose of MCV on the first day of 12th grade. If one dose was given at 16 years of age or older, that shall count as the twelfth grade dose.

**ON THE FIRST DAY OF 12TH GRADE**, unless the child has a medical or religious/philosophical exemption, a child must have had the above vaccines or risk exclusion.

**The vaccines required for entrance, 7th grade and 12th grade continue to be required in each succeeding school year.**

These requirements allow for the following exemptions: medical reason, religious belief, or philosophical/strong moral or ethical conviction. Even if your child is exempt from immunizations, he or she may be excluded from school during an outbreak of vaccine preventable disease.

Pennsylvania's school immunization requirements can be found in 28 Pa.CODE CH.23 (School Immunization). Contact your healthcare provider or call 1-877-PA-HEALTH for more information.



**pennsylvania**  
DEPARTMENT OF HEALTH



**Northside Catholic Assumption Academy**  
 (Pre-K thru 8)  
 3854 Brighton Road, Pittsburgh, PA 15212  
 Office: 412-761-5043  
[www.ncaacademynow.org](http://www.ncaacademynow.org)

*Enter to  
Learn  
Leave To  
Serve*

**2020 - 2021 Registration Form**

**STUDENT DATA** *(Please Print Clearly)*

Student's Last Name:	First:	Middle:
Address:		Male / Female:
City:	State:	Zip:
Date of Birth:		Phone:
Age as of September 30:		
Public School District of Residence (Taxes paid to):		Public School Building this student would attend, if not enrolled in:
Religion:		Parish where registered:
Ethnicity: <input type="checkbox"/> African-American <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian <input type="checkbox"/> Native American <input type="checkbox"/> Caucasian <input type="checkbox"/> Multi-racial <input type="checkbox"/> Pacific Island <input type="checkbox"/> Other		
Current School:	Address of Current School:	

<b>STUDENT DATA</b> <i>(Please Print Clearly)</i>	<b>ENTERING GRADE:</b>	<input type="checkbox"/> K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8
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<b>ENTERING GRADE:</b> <i>(please check one)</i>	<b>PRE-SCHOOL 3</b>	<b>PRE-KINDERGARTEN 4</b>
	<input type="checkbox"/> PS 3 ~ 2 Half days (T & TH)	<input type="checkbox"/> PK 4 ~ 3 Half days (T, W, TH)
	<input type="checkbox"/> PS 3 ~ 5 Full days	<input type="checkbox"/> PK 4 ~ 5 Full Days

**Student resides with:**     Both Parents     Mother only     Father only     Joint Custody     Other

**Parents/Guardians Marital Status:**     Married     Separated     Divorced     Widowed     Single Parent

**Transportation: Child will be a:**     Car Rider     Walker     Bus Rider    School District: \_\_\_\_\_

**If mail is to be sent to a second address, please complete:**

Name:
Address:
Relationship:

*New students are accepted on a probationary basis (90 school days). New students and their families should be cognizant of, and willing to comply with, all school expectations. If problems arise during the probationary period which have not been resolved, the student will be required to transfer.*

**FAMILY DATA (Please Print Clearly)**

MOTHER (First, Maiden & Last)	FATHER
Name:	Name:
Address:	Address:
Home Phone:	Home Phone:
Cell Phone:	Cell Phone:
E-mail:	E-mail:
Occupation:	Occupation:
Employer:	Employer:
Business Phone:	Business Phone:
Religion:	Religion:
Parish where registered:	Parish where registered:
Catholic School Alumni <input type="checkbox"/> Yes <input type="checkbox"/> No	Catholic School Alumni <input type="checkbox"/> Yes <input type="checkbox"/> No

**CHILDREN UNDER 18 (Oldest to Youngest):**

	Name	Male/Female	Date of Birth
1.			
2.			
3.			
4.			

**GUARDIANSHIP (if applicable)**

*Custody: A legal document stating guardianship must be provided in cases of divorce with sole and/ or shared custody*

Student's legal guardian (if other than parent) \_\_\_\_\_

Relationship to the student \_\_\_\_\_

**SACRAMENTAL INFORMATION of Applicant:**

	Date	Church	City and State
Baptism			
Reconciliation			
Holy Eucharist			
Confirmation			

STUDENT'S NAME:	
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In order to provide the best education for your child, please complete the following:  
Has your child ever:

1. Had a psychological evaluation?  Yes  No
2. Been diagnosed with any of the following:  
 LD (Learning Disability)  ADD (Attention Deficit Disorder)  ADHD (Attention Deficit Hyperactive Disorder)  
 ASD (Autism Spectrum Disorder)  ODD (Oppositional Defiant Disorder)  Other

Does your child take medication associated with this diagnosis?  Yes  No \_\_\_\_\_

3. Received any of the following services:  
 Counseling  Emotional Support  Gifted Support  Remedial Math  Remedial Reading  
 Speech/Language  Project Dart  Learning Support  Other

4. Had an IEP?  Yes  No If yes, what is the disability? \_\_\_\_\_  
Please submit a copy of the IEP.

5. Been diagnosed with a medical condition that the school should be aware of?  Yes  No  
If yes, please explain. \_\_\_\_\_

6. Repeated a grade.  Yes  No If yes, which grade? Why? \_\_\_\_\_

7. Received a suspension from school?  Yes  No If yes, please explain \_\_\_\_\_

8. Been asked to transfer?  Yes  No If yes, please explain \_\_\_\_\_

9. Been expelled from school?  Yes  No If yes, please explain \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

NCAA is unable to honor IEPs or 504 Plans. Such documents, as well as school psychological evaluations, discipline files, court involvement, educational evaluations and standardized test results must be shared with the school in order to complete application. Omissions may nullify acceptance. All students transferring from another school are on probation for 90 school days.

Please submit the following information with each child's registration:

- \$200 Deposit (new families only)
- Birth Certificate
- Baptism Certificate (if baptized Catholic)
- Immunization records

No application will be considered complete until ALL FORMS  
AND PAYMENTS are submitted to the school office.

Please return this Application with a **non-refundable** deposit of \$200.00  
(This will be applied towards your first tuition payment)

Checks or money orders should be turned into the school office and made payable to:	Northside Catholic Assumption Academy 3854 Brighton Road Pittsburgh, PA 15212
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# HOME LANGUAGE SURVEY\*

## 2020

The Civil Rights Law of 1964, Title VI, requires that school districts/charter schools identify Limited English Proficient (LEP) students. Pennsylvania has selected the Home Language Survey as the method for the identification.

School District: \_\_\_\_\_ Date: \_\_\_\_\_

School: \_\_\_\_\_

Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

1. What was the student's first language? \_\_\_\_\_

2. Does the student speak a language other than English?

If yes, specify language \_\_\_\_\_  
(Do not include languages learned in school.)

3. What language(s) is/are spoken in your home?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Person completing this form (if other than parent/guardian): \_\_\_\_\_

Parent/Guardian signature: \_\_\_\_\_

\*The school district/charter school has the responsibility under the federal law to serve students who are limited English proficient and need English instructional services. Given this responsibility, the school district/charter school has the right to ask for the information it needs to identify English Language Learners (ELLs). As part of the responsibility to locate and identify ELLs, the school district/charter school may conduct screenings or ask for related information about students who are already enrolled in the district as well as from students who enroll in the school district/charter school in the future.

**REQUEST FOR SCHOOL AND HEALTH RECORDS**

The following student has registered at Northside Catholic Assumption Academy.

NAME \_\_\_\_\_

GRADE \_\_\_\_\_

NAME AND ADDRESS OF SCHOOL THAT STUDENT HAS BEEN ATTENDING:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PLEASE FORWARD: HEALTH & DENTAL RECORDS STANDARDIZED TEST RESULTS, GRADES, REPORTS, ETC.

\_\_\_\_\_  
PARENT'S SIGNATURE

\_\_\_\_\_  
Date

PLEASE SEND RECORDS TO: Northside Catholic Assumption Academy  
3854 Brighton Road  
Pittsburgh, PA 15212



# **NORTHSIDE CATHOLIC ASSUMPTION ACADEMY**

**3854 Brighton Road  
Pittsburgh, PA 15212**

**Phone: 412-761-5043 Fax: 412-761-0840**

**[www.ncaacademynow.org](http://www.ncaacademynow.org)**

## **Frequently Asked Questions 2020 - 2021**

- **ENROLLMENT:** *The current Northside Catholic Assumption Academy enrollment in grades K-8 is 175. We have one class per grade, except for Kindergarten that has 2 classes. We also have a 3 & 4 year old Preschool program with 34 students.*
- **CURRICULUM:** *We have support through Title 1 Services for Reading and Speech (K-8) and Math (K - 6). The grading system is consistent with Diocesan guidelines.*
- **COMMUNICATION:** *Option C is utilized for sharing school notes, lunch menus, calendars, ongoing assessment and messaging with students and parents. Finally, there are take home Anti-Bullying folders and Homework Assignment books in place. Communication is encouraged between the home and school. Teachers utilize email and a weekly folder goes home each Wednesday.*
- **SCHOOL HOURS:** *The school office is open from 7:30 a.m. – 3:30 p.m. School Doors open at 7:45 for students to go to their homerooms. Students must be in Homeroom by 8:10 otherwise they will be marked “tardy”. Dismissal is at 2:40.*
- **SAFETY-SECURITY:** *Our school has audio and visual monitors at the entrances. Students enter through the main doors in the morning and leave the building the same way. All doors are locked throughout the school day. Bus students have a designated Entrance/Exit closer to the bus stop. The principal and teachers attend to the doors at arrival and dismissal. Visitors sign in and wear name tags and are escorted when in the building. Our school has a safety program in place for all hazards, emergencies or needs that may arise in which the students need to “shelter in place”, lockdown, or go to an off-site location. Also, we are compliant with Diocesan Guidelines for Safe Environment: all personnel have all necessary clearances.*
- **SERVICE PROJECTS:** *Northside Catholic Assumption Academy supports several service projects including mission projects for Chimbote, Missionary Childhood Association, the Parish Food Bank, Little Sisters of the Poor; recycling projects, and support to our Veterans and Active Duty Armed Forces.*
- **STUDENT ACTIVITIES:** *include Student Council, Altar Servers, All School Music Program, Band, and various Athletics.*
- **TRANSITION:** *“Buddies” are assigned to all new students to help with the transition. “Mass Buddies” help students at Mass and through other school activities.*
- **BEFORE and AFTER SCHOOL programs.** *These two programs are available Monday – Friday when school is in session on full days only for additional nominal fees. Morning Care 7:00 a.m. -7:45 a.m.; Afternoon Care 2:45 p.m. - 5:45 p.m.*

(Over)



- **BUS TRANSPORTATION:** The City of Pittsburgh provides bus transportation to our school if you live beyond 1 ½ miles from the school. We also have students from North Hills, and Sto-Rox coming via school bus. We currently have a total of 60 students served by 8 buses.
- **BREAKFAST and LUNCH PROGRAM:** We offer a free Breakfast and Hot Lunch Program that is provided to all the students as part of the National School Lunch Program. Students may also pack their lunches. The lunch is served in the Church Hall. Students are escorted by their teacher to the lunchroom. The lunchroom is monitored by cafeteria workers. Parents are encouraged to volunteer to help in the lunch room as long as they have their Diocesan clearances. A nominal fee (\$40) is paid and returned as the volunteer days are filled. Students have recess in grades K-8.
- **VOLUNTEERS:** We welcome and encourage our parents to volunteer through the PTG and Athletic Association as well as for classroom events, field trips, the Scholastic Book Fair, parish/school dinners etc. and fundraising events. For the safety of all the children, all volunteers **must meet the requirements of the Diocesan Safe Environment Policy.**
- **PTG:** Our PTG is “run” by a board. It is a volunteer based organization. The PTG sponsors a fundraiser to provide resources for assemblies, speakers, offset field trip transportation, The Santa Store, Fun Day, special luncheons throughout the year for the students and teachers, Scholastic Book Fair etc. All parents are welcome and invited to participate.
- **ATHLETIC ASSOCIATION:** The Athletic Association is an organization of parent volunteers interested in the various sports teams and activities offered to the students. It is open to all parents. They are active and help maintain our school gym as well as provide coaches for Basketball, Cross Country/Track. COSTS: \$75/child/sport or \$100/family.
- **TUITION:** Tuition for the 2020-2021 school year is \$3,600 per child, however discounts are available for additional children. Parents are strongly urged to apply for BEF funds through the Diocese. The Poise Foundation, Junior Achievement, Bridge Foundation and Kremer Foundation have also been sources for school aid. Families are selected based on need.
- **FUNDRAISING:** All school families are required to participate in at least 2 fundraisers in some capacity, such as donating gift, food and beverage items, or monetary donations. Families may also purchase Christmas and Easter Candy, or attend a Fundraiser such as Night at the Races. These fundraisers are necessary to fulfill the fundraising component of the school budget.

**Please note:** All are subject to change.

**Northside Catholic Assumption Academy  
Tuition Information  
February, 2020**

**Welcome to NCA Academy!**

My name is **Sister Delia** and I am the Tuition Manager for NCA Academy. My contact information: direct phone is 412-415-1710; email is [dmcneirney@ncaacademynow.org](mailto:dmcneirney@ncaacademynow.org), and my office is between the Teachers' Room and Library. I am usually available from Monday to Thursday, 8:00 to 1:30, however, you can always leave a message and I will get back to you as soon as I can.

**Tuition K to 8**

1 child - \$3600  
2 or more children - \$4200

\*1 time FAMILY Lunch Room Fee \$40 due by Sept. 15<sup>th</sup>. This fee is paid directly to the school, (FACTS no longer takes it). It may be paid by check, cash, or money order.

**New Families** a \$200 nonrefundable Registration Fee is charged upon registration. **This money goes towards tuition.**

**PK Tuition**

	One child	2 or more	With sibling in K - 8	Plus
<b>PK 3 &amp; 4 FULL DAY</b>	\$3600	\$4200	\$4200	*\$40 Lunch Room Fee
Half Day PK 4	\$1450	\$2900	\$4200	
Half Day PK 3	\$1000	\$2000	\$4200	

**To apply for Tuition Assistance each family is asked to go to:**

**<http://online.factsmgt.com/signin/3MSGZ>**

Link may be found on our website.

Using the above link, this is what you should see:

**PCRCES Northside Catholic Assumption Academy Campus**

**Welcome!**

We are pleased to offer you a convenient, online method to set up your Payment Plan or apply for Tuition Assistance through FACTS for Northside Catholic Assumption Academy Campus.

**Steps to set up Payment Plan or apply for Tuition Assistance:**

1. If you have an existing account with FACTS, please enter your existing username and password and click Sign In. If you are a new FACTS user, please select Create username & password to begin.
2. Once you are logged in, select **Set Up a Payment Plan** to set up your tuition payment plan or **Start Application** to complete a tuition assistance application.
3. Select the appropriate school year.
4. Complete the steps as prompted.      Have an account?      **Sign in now.**      *(Please Turn Over)*

## New Account

New user? Create an online account.

[Create a username & password](#)

### What you need to apply for Tuition Assistance:

- a) **2019** Completed Income Tax Return, pg. 1 & 2, and any schedules used
- b) **2019** W 2
- c) If you **DO NOT** file Income Tax, then you need proof of income and any assistance you receive, i.e. Social Security Income; Housing; Food, etc.
- d) Other information that is asked on the form, i.e. SS numbers for parents/ guardians and students; information for each car; rent payments; banking information, etc.

The above link is open and you may go on line as soon as you have the necessary information and/or fill out the form and save it until you have the necessary information. To submit form, there is a \$25 fee from a bank or credit card.

**If you need help entering information and/or scanning forms to be submitted, please contact me and I will help you.**

### **The Deadline for submitting a form is MARCH 16, 2020.**

If not completed by 3/16/2020, FACTS does continue to accept grant applications, however, you do want to be in the 1<sup>st</sup> distribution from the Diocese which was done in May of last year.

**This does NOT APPLY to families who are new and apply over the summer.**

The second distribution by the diocese always depends on funds that are still available.

### **The Preferred Method of Payment is to set up a FACTS payment plan!**

**It is requested that ALL families do this.**

With **FACTS Payment Plan**, you select the monthly date of payment: for a onetime payment there is no charge; for 2 payments there is a \$10 charge; for 3 or more there is a \$45 payment. When setting up the payment plan – the one time only charge is the 1<sup>st</sup> to show, scroll down for other options. In this plan, you may receive an monthly Invoice, or email notification. Payment may be taken directly from your bank account or you may mail a monthly check. This is explained on the FACTS website.

**If you are NOT using the FACTS payment plan, please contact Sr. Delia.**

A Bishop's Education Form will be sent home to each Catholic family in the Wednesday Folder on February 12<sup>th</sup>. It is the responsibility of the **Parents/Guardians who are applying for Tuition Assistance** to:

- complete the form,
- have it signed by the Pastor, and
- return it to school on or before March 31<sup>st</sup>
- After the form is received, it is entered into FACTS.

**Thank you** for your cooperation.

**OVER**

NORTHSIDE CATHOLIC ASSUMPTION  
ACADEMY

TUITION RATES 2020 -2021

One Child      \$3,600              Two or more children \$4,200

\*\*\*\*\*

Full Day 3 & 4 year Preschool - with or w/o sibling in K-8

One Child      \$3,600              Two or more children \$4,200

\*\*\*\*\*

Half Day 3 year Preschool w/o sibling in K-8    with sibling in K-8

One Child                      \$1,000              \$4,200

Two or more children \$2,000              \$4,200

Half Day 4 year Preschool - w/o sibling in K-8    with sibling in K-8

One Child                      \$1,450              \$4,200

Two or more children      \$2,900              \$4,200

**2020-2021 Pastor Signature Sheet  
Diocese of Pittsburgh**

**For Catholic Families Applying to the  
Bishop's Education Fund\***

Parent/Guardian Name (Last, First): \_\_\_\_\_

**Students** (Last, First)

**School**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Parish Name: \_\_\_\_\_ Parish City: \_\_\_\_\_

Pastor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Pastors:** Your signature only confirms that the family is Catholic based on the following canonical criteria: a) the child is baptized; b) the family is registered in the parish; and c) the family attends Mass regularly and uses parish envelopes. Signing the form does not commit a parish to any financial obligation for aid.

**Families:** Please complete the form and request your pastor's signature. Once the completed form is signed, please submit it to your school principal. If you have children at multiple schools, please submit a copy to each principal.

*\* The Bishop's Education Fund (BEF) is a grant program for Catholic students in grades K-12 attending eligible schools and registered in eligible parishes within the Diocese of Pittsburgh.*