



1. We offer an education that combines Catholic faith and teachings with academic excellence.
2. We partner with parents in the faith formation of their children.
3. We set high standards for student achievement and help them succeed.
4. We provide a balanced academic curriculum that integrates faith, culture and life.
5. We use technology effectively to enhance education.
6. We instill in students the value of service to others.
7. We teach children respect of self and others.
8. We emphasize moral development and self-discipline.
9. We prepare students to be productive citizens and future leaders.
10. We have a 99 percent high school graduation rate. 85 percent of our graduates go to college.
11. We cultivate a faculty and staff of people who are dedicated, caring and effective.
12. We provide a safe and welcoming environment for all.



Northside Catholic Assumption Academy
(Pre-K thru 8)

3854 Brighton Road, Pittsburgh, PA 15212

Office: 412-761-5043

www.ncaacademynow.org

*Enter to
Learn
Leave To
Serve*

2024 - 2025 Registration Form

STUDENT DATA (Please Print Clearly)

Student's Last Name:		First:	Middle:
Address:			Male / Female:
City:	State:	Zip:	Phone:
Date of Birth:		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"/> Caucasian <input type="checkbox"/> Multi-racial <input type="checkbox"/> Asian <input type="checkbox"/> Native American <input type="checkbox"/> Pacific Island <input type="checkbox"/> Other			
Current School:		Address of Current School:	

ENTERING GRADE:	<input type="checkbox"/> PK 4	<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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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:

Had a psychological evaluation? Yes No If yes, please provide a copy to the school.

1. **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 _____

2. **Received any of the following services:**

- Counseling Emotional Support Gifted Support Remedial Math Remedial Reading
 Speech/Language Project Dart Learning Support Other

3. **** Had an IEP?** Yes No If yes, what is the disability? _____

****Please submit a copy of the IEP.**

4. **Been diagnosed with a medical condition that the school should be aware of?** Yes No
If yes, please explain. _____

5. **Repeated a grade.** Yes No If yes, which grade? Why? _____

6. **Received a suspension from school?** Yes No If yes, please explain _____

7. **Been asked to transfer?** Yes No If yes, please explain _____

8. **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 the application. Omissions may nullify acceptance. All new students 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
- Complete FACTS tuition agreement online

No application will be considered complete until ALL FORMS AND PAYMENTS are submitted to the school office, and an AGREEMENT with FACTS for tuition & Financial Aid is made.

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*

2024

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.

Northside Catholic Assumption Academy
3854 Brighton Road
Pittsburgh, PA 15212
Phone: (412)761-5043

REQUEST FOR SCHOOL AND HEALTH RECORDS

The following student has registered at Northside Catholic Assumption Academy.

NAME _____ DATE _____

DATE OF BIRTH _____ ENTERING GRADE _____

SCHOOL THAT STUDENT HAS BEEN ATTENDING:

SCHOOL NAME _____

SCHOOL ADDRESS _____

SCHOOL PHONE # _____ SCHOOL FAX # _____

PLEASE FORWARD *the requested documents via regular mail at the above address, or e-mail to: hkocay@ncaacademynow.org regarding the student named.*

- Health records including dental and immunization.
- Standardized Test Results
- Attendance Records
- Transcript of Grades
- Discipline Records
- Psychological/diagnostic evaluations/IEP
- Birth Certificate

If you are unable to release any of the requested records, please advise us in writing.

According to FERPA, it is no longer necessary to obtain written consent to release records. School officials of other school systems in which the student may intend to enroll, may receive a student's record without a written consent for such release.

Thank you for your assistance!

**Northside Catholic Assumption Academy
Registration Requirements
2024 - 2025 School Year**

*** Kindergarten Children**

Must be 5 years old by September 30, 2024
Please bring Birth Certificate
Immunization Records, Dental & Physical Forms
Baptism Certificate (if Catholic)
Court Ordered Custodial Agreement (if applicable)
Copies can be made for you

*** 4 year old Preschool Children**

Must be 4 years old by September 30, 2024
Please bring Birth Certificate and Immunization Records
Baptism Certificate (if Catholic)
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 2024-2025 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 agreement for tuition payments and financial aid.

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 DTaP 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

**3854 Brighton Road
Pittsburgh, PA 15212**

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

www.ncaacademynow.org

Frequently Asked Questions 2024 - 2025

- **ENROLLMENT:** *The current Northside Catholic Assumption Academy enrollment in grades K-8 is 147. We have one class per grade. We also have a 4-year-old Preschool program with 10 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:** *We are transitioning to a new parent portal which 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 through their school email address.*
 - **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 and to get breakfast. Breakfast ends at 8:05. 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. 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 the 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, Forensics, 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 Sto-Rox coming via school bus. We currently have a total of 32 students served by 4 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. Lunch is served in the Church Hall. Students are escorted by their teacher to the lunchroom. The lunchroom is monitored by school staff. 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 once all Diocesan Clearances have been completed.
- **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: \$50 for the 1st sport per child and \$25 for each additional sport per child..
- **TUITION:** Tuition for the 2024-2025 school year is \$4,400 for one child, \$5,500 for 2 or more children and \$5,000 for Preschool. Financial Aid is available through FACTS Tuition Management. All school families must set up a payment plan through FACTS. Catholic Families are strongly urged to apply for BEF funds through the Diocese. The Poise Foundation, Junior Achievement, Bridge Foundation, myfamilychoice.org and the 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 gifts, 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, or Bingo. These fundraisers are necessary to fulfill the fundraising component of the school budget.

Please note: All are subject to change.



**NORTHSIDE CATHOLIC
ASSUMPTION ACADEMY**

3854 Brighton Road, Pittsburgh, PA 15212

Enter to Learn, Leave to Serve

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

January 24, 2024

Dear Families,

Attached is the 2024 – 2025 Tuition and Financial Aid information. It is of the utmost importance that you apply for Tuition Assistance before the March 15th deadline to receive your Financial Aid next year, if eligible.

Please keep in mind the following:

- If not completed by 3/15/2024, FACTS *does* continue to accept grant applications, *however, you do want to be in the 1st distribution* from the Diocese which was done in June/July, therefore you can know at the earliest what financial aid you receive. ***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.***
- **If your child is eligible, and your application is not complete, your child may not receive a scholarship for the 2024-2025 school year. We strongly encourage you to apply today.**

For Catholic Families: If you are applying for the Bishop's Education Fund, the form is attached for you to take to your Pastor for his signature. Once it is signed, it can be returned to the school office.

Attached are some Frequently Asked Questions regarding tuition payments, and what documents are required to complete your application. Please take the time to look them over.

Thank you and we look forward to providing your children with academic excellence at Northside Catholic Assumption Academy.

Sincerely,

Mrs. Rosanne Kwiatkowski

Principal



**NORTHSIDE CATHOLIC
ASSUMPTION ACADEMY**

3854 Brighton Road, Pittsburgh, PA 15212

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

Important FACTS Tuition Management Information

Online: <https://online.factsmgt.com/signin/3MSGZ>

FACTS Phone: 1-866-441-4637

2024 – 2025 SCHOOL YEAR

Grant Management Applications - CLOSING MARCH 15, 2024

Dear Parents/Guardians:

FACTS Management will again be providing us with a tuition management system and give secure tuition and fee payment options for the 2024-2025 school year.

Tuition K to 8

1 child - \$4,400

2 or more children - \$5,500

4 year old Preschool Tuition - \$5,000

KEEP IN MIND THE FOLLOWING: There is a FACTS Management Application Fee up to \$45 that all families must pay separately from tuition depending on the payment plan you choose.

NEW FAMILIES a \$200 nonrefundable Registration Fee is charged upon registration. This money goes towards tuition.

RETURNING FAMILY INFORMATION

Returning families will have their current payment plans rolled over to the 2024-2025 school year and **DO NOT** need to set up a new plan. *Please log into your account to change or update your information.* Such as:

1. Add a student.
2. Change your payment plan type.
3. Change/update your banking information.
4. Change/update your credit card information – expiration date.
5. Update any demographic information – address or phone number.
6. Unless you are paying for the school year in full at one time, please set up a monthly payment plan to ease the burden of getting delinquent notices at the end of the year.

CONTINUED ON OTHER SIDE

NEW FAMILY INFORMATION

FACTS offers the following:

1. **AN EASY ONLINE ENROLLMENT PROCESS:** Since all families must participate in this program, visit the FACTS website at <https://online.factsmgt.com/signin/3MSGZ> to enroll.
2. **PAYMENT OPTIONS:** Choose your payment plan, selecting a due date and a payment method that works best for your family.
 - a. An Invoice Payment Plan – an invoice will be mailed or sent electronically to you, so you can pay with a check, make an online payment, or call FACTS to process a payment. Special arrangements can be made for payments sent to the school.
 - b. An automatic debit from a checking or savings account
 - c. An automatic payment from a credit card (with nominal processing fee added)
3. **CONVENIENT AND SECURE ACCOUNT MANAGEMENT:** Manage your account via FACTS secure website, or access FACTS help desk toll-free at 1-866-441-4637 to answer your questions.

To apply for tuition Assistance each family is asked to go to:

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

The Link may be found on our website. Using the above link, this is what you should see:
PCRCES Northside Catholic Assumption Academy Campus Welcome!

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 **Start Application** to complete a tuition assistance application.
3. Select the appropriate school year.
4. Complete the steps as prompted.

What you need to apply for Tuition Assistance:

- a) **2023** Completed Income Tax Return, pages 1 & 2 and any schedules used
- b) **2023** W2 form
- 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 online 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.

The deadline for submitting a form is March 15, 2024

A Bishop's Education Form will be sent home to each Catholic family. ***It is the responsibility of the Parents/Guardians who are applying form Tuition Assistance to:***

- Complete the form
- Have it signed by the Pastor
- Return it to the school on or before March 15th
- After the form is received, it is entered into FACTS