

# Lincoln-area “Out-of-Parish” Tuition Plan

## For K-8 Catholic Schools

1. **Out of Parish definition** – Out of parish is:
  - i. A student who is a registered member of one of the three national parishes in Lincoln.
  - ii. A student who is a registered member of and resides within the boundaries of a Lincoln-area parish that does not operate a Catholic school (with the exception of Lincoln/St. Mary’s and Blessed Sacrament).
  - iii. A student who resides within the boundaries of a parish that operates its own school, but who chooses to attend another Lincoln-area K-8 Catholic school.
  - iv. Any non-Catholic student.
  
2. **Out of Parish - Per Student Fee Agreement** – In order to receive financial support from a sending parish, Lincoln-area Catholic schools must ensure that each out of parish student annually provides the school a signed Parish Verification Form prior to enrolling or continuing in school. Every academic year, the sending parish pastor must sign this form. It is the family’s obligation to both obtain and provide the signed Parish Verification Form to the receiving school. Forms are due to the receiving school no later than the second Monday in August.

The Parish Verification Form (see attached) includes: 1) confirmation the student/family is registered with and resides within the parish boundaries (national parishes exempt from boundaries) and 2) that the family is actively participating in parish stewardship. If the student/family does not annually provide a signed Parish Verification Form, the receiving school should charge the full non-stewardship, non-Catholic tuition rate.
  
3. **Catholic Education Out of Parish Fee Structure** – Students who provide a signed Parish Verification Form should be charged the in-parish tuition rate of the receiving school. However, based on weekly and Holy Day income and the number of contributing families in the parish, the sending parish agrees to pay the receiving school a support fee based on tiered levels:
  - a. Tier 1 - \$3,000 (Cortland/St. James; Denton/St. Mary; Lincoln/St. Francis)
  - b. Tier 2 - \$2,000 (Douglas/St. Martin; Lincoln/Sacred Heart; Palmyra/St. Leo)
  - c. Tier 3 - \$1,000 (Lincoln: Christo Rey, Immaculate Heart of Mary, St. Andrew Dung Lac)
  
4. **Active Parishioner/Stewardship Family Determination** – Each parish may use their own pastoral standards and agreement forms to determine if families meet parish guidelines for determining active parishioner and/or stewardship family status. In as much as possible, these guidelines should be should be publicized and based on objective criteria. The standardized Parish Verification Form will be utilized by all Lincoln-area Catholic schools. Signing pastors and school administrators should each retain copies of the signed Parish Verification Form.
  
5. **Non-Stewardship, Non-Catholic Tuition Guidance** – At a minimum, this tuition amount should be double the per student in-parish tuition rate charged by the receiving school. In addition, families in this category do not qualify for the tuition cap. However, they may qualify for the (income based) Good Shepherd Scholarship.
  
6. **Payment to Schools** – Sending parishes will pay the per student fee only for students that are verified by their pastor, via the signed Parish Verification Form. If there is no signed form, receiving schools should not invoice sending parishes for those students.



## Parish Verification Form

**Please complete this form if you are:**

- i. A student who is a registered member of one of the three national parishes in Lincoln.
- ii. A student who is a registered member of and resides within the boundaries of a Lincoln-area parish that does not operate a Catholic school.
- iii. A student who resides within the boundaries of a parish that operates its own school, but desire to attend another Lincoln-area Catholic K-8 school.

Once completed, the pastor where your family is registered must sign and verify your family's parish registration and your active participation in the parish. This form is annually required for a family to qualify for the Catholic, in-parish tuition rate.

### Family Information

Family Last Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Father/Guardian Name: \_\_\_\_\_ Mother/Guardian Name: \_\_\_\_\_

Home Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Student Names and 2022/23 grade level: \_\_\_\_\_

Registered Parish: \_\_\_\_\_ City: \_\_\_\_\_  
(Name of Parish)

If Non-Catholic, please check this box (no pastor signature needed below)

### Active Parishioner Verification

The pastor's signature together with the stamped parish seal indicate that the family listed above is registered at our parish, is practicing active stewardship in accordance with the pastoral guidelines of the parish, and understands the parish's financial contributions to the receiving Catholic school.

### Pastor Signature

Pastor's Name (please print) \_\_\_\_\_

Pastor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Affix parish seal here*