

**2024-2025
SCHOOL YEAR**



OCS Information Guide

**Rates, Registration, Tuition Assistance, After Care,
Shuttle Bus, & Program Policies**



Preparing Leaders, Achievers, Believers

270-686-8896 ● owensborocatholic.org

OCS
Owensboro Catholic Schools

Important Dates for Enrollment, Registration, and Tuition

Summary of Important Dates

February 1

Tuition Assistance Opens for All Families

(submit online, \$37 Application Fee)

*Early applications are encouraged due to limited funds

February 1 - Ongoing

New Student Inquiry Opens Required prior to registration for any new students that did not complete the 23-24 school year with OCS.

March 1 - 31

Registration Opens for All Students

(\$12 Enrollment Fee for All Students,

\$37 Application Fee for all New Students)

April 1 - April 30

Late Registration for Returning families (\$100 Late Registration Fee)

May 1 - May 31

Late Registration for Returning families (\$200 Late Registration Fee applied)

June 1

- Late Registration for Returning families (\$300 Late Registration Fee)

- Deadline for Online Registration (If not completed, students cannot participate in extracurricular activities. To be registered means you have completed online registration application, completed health information in the Magnus software, paid registration fee, and parish verification).

June 1

Deadline to activate FACTS account for a payment plan.

June 30

FACTS auto-payment date for full tuition payment to receive the 3% discount.

2024-25 Calendar

Meet Your Teacher Nights

K-3 Campus - July 31

4-6 Campus - August 1

OCMS - August

First Day of School

August 7

Fall Break

October 7-11

Thanksgiving Break

November 27-29

Christmas Break

December 19 - January 3

Spring Break

March 28 - April 4

Catholic Schools Week

January 26 - February 1

Holy Week

April 13-19

*no athletic or extracurricular activities during Triduum

Last Day of School

May 20

(subject to change)

2024-2025 Tuition and Fee Rates

Tuition rates are established annually and are based on factors such as the grade level of the student, the family's membership in a sponsoring Catholic parish, and the size of the family. Tuition assistance is also available to families who qualify. **All enrolled families are expected to actively participate in and support all fundraising events and activities.**

Catholic Parish Sponsored

The **Catholic Parish Sponsored Rate** is available to practicing Catholics who meet the criteria set by their pastors. A special thanks to the following 15 parishes for participating in the parish sponsorship program: Blessed Mother, Blessed Sacrament Chapel, Immaculate, Our Lady of Lourdes, Precious Blood, St. Alphonsus, St. Anthony, St. Augustine, St. Elizabeth, Sts. Joseph & Paul, St. Martin, St. Mary Magdalene, St. Peter of Alcantara, St. Pius X, St. Stephen Cathedral.

		Grades K-8 Base Tuition—\$5,397			
Number of Your Family at OCS		0 K-8 Students	1 K-8 Students	2 K-8 Students	3 K-8 Students
Grades 9-12 Base Tuition—\$7,130	0 High School Students		\$5,397 (\$103.79 per week)	\$9,282 (\$178.50 per week)	\$12,128 (\$233.23 per week)
	1 High School Students	\$7,130 (\$137.11 per week)	\$10,962 (\$210.81 per week)	\$13,829 (\$265.94 per week)	\$13,997 (\$269.17 per week)
	2 High School Students	\$12,590 (\$242.11 per week)	\$15,267 (\$293.60 per week)	\$15,603 (\$300.06 per week)	\$15,866 (\$305.11 per week)
	3 High School Students	\$16,706 (\$321.27 per week)	\$16,769 (\$322.48 per week)	\$17,042 (\$327.73 per week)	\$17,315 (\$332.98 per week)

Catholic families belonging to a non-sponsoring parish will be charged a 10% increase above the Catholic Parish Sponsored Rate. An approval from the parish is required.

Standard Tuition

The **Standard Tuition Rate** is available to all others.

		Grades K-8 Base Tuition—\$7,140			
Number of Your Family at OCS		0 K-8 Students	1 K-8 Students	2 K-8 Students	3 K-8 Students
Grades 9-12 Base Tuition—\$9,429	0 High School Students		\$7,140 (\$137.31 per week)	\$12,117 (\$233.02 per week)	\$15,740 (\$302.69 per week)
	1 High School Students	\$9,429 (\$181.33 per week)	\$14,270 (\$274.42 per week)	\$17,892 (\$344.08 per week)	\$18,134 (\$348.73 per week)
	2 High School Students	\$16,391 (\$315.21 per week)	\$19,814 (\$381.04 per week)	\$20,202 (\$388.50 per week)	\$20,517 (\$394.56 per week)
	3 High School Students	\$21,725 (\$417.79 per week)	\$21,735 (\$417.98 per week)	\$22,061 (\$424.25 per week)	\$22,407 (\$430.90 per week)

What does tuition cover?

- Educational costs
- Academic planner (Grades 4-12)
- Assemblies
- Guest speakers
- Guidance programs
- Pastoral services
- Online grade access program

What is NOT included in tuition and fees?

- Cost of replacing a lost academic planner (Grades 4-12)
- Cost of replacing damaged iPad/Chromebook or textbooks
- High school book purchase or rental fees
- High school class fees
- Participation in dances
- Certain field trips
- Bussing fees
- Summer school fees
- Library book fines or damages
- Extracurricular fees



Registration Checklist

☐ **Submit Tuition Assistance Application (if applicable)**

☐ **OCS Parish Sponsored**

Speak with your Parish to ensure that your child(ren) will be sponsored.

☐ **Complete Student Inquiry**

Required for all new students.
owensborocatholic.org/admissions

☐ **Complete Registration**

owensborocatholic.org/admissions

☐ **Set Up Payments**

During registration

☐ **Submit Documents**

Submit all required documents to school site.

Tuition Assistance Dates & Guidelines

The OCS Tuition Assistance is to provide financial assistance to make a Catholic school education a reality by adding a compassionate level of support to each family's tuition. OCS awards tuition assistance based on need through an assessment conducted by FACTS Tuition Service.

Expectations for Families Receiving Tuition Assistance

- Actively volunteer in the parish and school community
- Actively participate and support parish and school fundraising activities and events
- Actively support and promote the parish and the school in the greater community

Dates

- **February 1-** Tuition Assistance opens for all families, NEW and RETURNING
*Early applications are encouraged due to limited funds

Applying for Tuition Assistance

All parish approved Catholic families from our 15 supporting parishes receive tuition support from the parish subsidy. This support is already factored into the set tuition rates.

Additionally, OCS awards tuition assistance based on need. This assessment is conducted by FACTS Tuition Service.

Families must scan or send in all supporting documentation to FACTS as instructed. There is a \$37 fee to apply for tuition assistance, paid directly to FACTS, which is an independent company that processes the application and supporting documentation in order to produce a needs assessment report for OCS. Tuition assistance allocations are based on the needs assessment report.

If you need assistance filing electronically, contact the OCS Central Office at 270-686-8896.

Notification of tuition assistance will occur within 30 days of the date of completed tuition assistance application/fee (with supporting documentation) and registration application/fee.

FACTS Tuition Assistance - Process and Requirements

OCS makes quality education affordable for families by providing financial aid. FACTS Tuition Management works with schools to create a custom application and collect financial data so schools can make accurate award decisions based on financial need.

After completing the online application, you will need to upload or fax all required supporting documentation. Uploaded documents must be in PDF format and the size of each document must be less than 20 MB. If you are unable to upload, fax the required documents to 866-315-9264. **All documentation received is imaged upon receipt and then destroyed.*

The following documents are required to complete the application process:

- Copy of the most recent IRS Federal Form 1040, 1040A, or 1040-EZ U.S. Individual Income Tax Return (the year of the tax return depends on the tax requirements of the school). If applicant and co-applicant file separately, we require both tax returns for the same tax year. We do not require state tax returns.
- Copies of all the current year W-2 Wage and Tax Statements for both the applicant and co-applicant.
NOTE: If you are applying before you have received all the current year W-2 Wage and Tax Statements, please submit them as soon as they become available.
- Copies of all supporting tax documents if you have business income/loss from any of the following:

Business - Send Schedule C or C-EZ and Form 4562 Depreciation and Amortization

Farm - Send Schedule F and Form 4562 Depreciation and Amortization

Rental Property - Send Schedule E (page 1)

S-Corporation - Send Schedule E (page 2), Form 1120S (5 pages), Schedule K-1 and Form 8825

Partnership - Send Schedule E (page 2), Form 1065 (5 pages), Schedule K-1 and Form 8825

Estates and Trusts - Send Schedule E (page 2), Form 1041 and Schedule K-1

**IMPORTANT: If you file a tax return but do not have W-2 wages because you are self-employed, you will be required to submit a copy of your current year Federal Form 1040 Tax Return.*

- Copies of all supporting documentation for household Non-Taxable Income, such as: Social Security Income, Welfare, Child Support, Food Stamps, Workers' Compensation, and Temporary Assistance for Needy Families (TANF). If you do not file a tax return, you are required to provide documentation of all income received.

You may log in to your FACTS user account to review the status of your application. Please allow 2-3 weeks processing time from the date you provided the supporting documents before inquiring further about receipt and/or status of the uploaded or faxed documents.

NOTE: Award decisions are made by OCS, not FACTS.

FACTS Tuition Assistance Appeal

Once you have been notified of the award, families may choose to appeal for additional assistance. Families should complete the appeal process if they have additional need or there are extenuating circumstances (loss of job, illness, etc.) since the submission. Again, awards are granted based on financial need and the availability of tuition assistance funds for the current school year. Requests for appeal forms, or for any questions, email tuition.assistance@owensborocatholic.org.

Disclaimer: *It is important to note that the OCS Tuition Assistance Fund has limited funding. In this regard, if false, fraudulent, or incomplete information is provided to FACTS or any OCS school representative in the awarding of Tuition Assistance, OCS may, in its own discretion, make certain adjustments to the award(s).*

Payment Options and Policies

OCS utilizes FACTS Management Company to provide families with automatic payment deduction plans from checking or savings accounts. Families may utilize the following payment plans:

- Payment in full with 3% discount - deadline June 30, 2024
- 12-month payment plan - July 2024-June 2025
- 10-month payment plan - July 2024-April 2025
- Quarterly payment plan - July 2024, October 2024, January 2025, April 2025
- Semi-annual payment plan - July 2024 & January 2025

All FACTS returned payments are subject to a \$30 service fee from FACTS.

All returned checks made payable to OCS are subject to a 10% service fee, up to \$50.

Delinquent Accounts

- Contact the OCS Central Office immediately if you are experiencing financial difficulties and need to make changes to your payment plan. Fees will be charged by FACTS for late or missed payments.
- Once an account is 60 days past due, student(s) will be suspended from school and will not be able to participate in athletics or extra-curricular activities until the balance is current. This includes, but is not limited to, the following: field trips, senior activities, Project Graduation, and graduation. In addition, progress reports, report cards, permanent records, transcripts, and registration will be withheld.
- School families that are over 90 days past due will be asked to make other arrangements for their children's education.
- If there is a balance remaining at the end of the year, students cannot return for the following year until the balance due is paid in full: they will be withdrawn.
- Transcripts and permanent records will not be released for students who have a balance due.

Withdrawals, Late Admissions, and Refunds

- Registration fees and finance charges are non-refundable, even if a student withdraws or does not attend the school.
- Transcripts, report cards, and diplomas will not be released until all balances due are paid in full.
- Incoming students will be charged the full tuition and fees for the quarter they enroll in, even if only attending a portion of the quarter. Tuition for the 1st quarter attending should be paid by the end of that quarter.
- Outgoing students will be charged the full tuition and fees for a quarter if exiting after the first 5 full school days of the quarter. The charge for the tuition and fee is based on the total base tuition and fee, divided by the four quarters of the school year.
- Outgoing students will be charged for their Chromebook if not returned.

New Family Registration Process

1. Complete online application forms for all students.
2. Confirm parish sponsorship (responsibility of the parent or guardian).
3. If applicable, complete the FACTS Tuition Assistance Application.
4. Complete online registration forms for all students. **
5. Complete the online FACTS payment plan set up. (This is located in the registration packet)
6. If paying in full, pay the 2024-25 tuition by June 30, 2024.
7. Complete health information in the Magnus software and upload to Magnus, or turn in to the school site, all relevant paperwork, i.e. birth certificate, physicals/medical exams/immunization records, baptismal certificate (if applicable), etc.

*** New students enrolling in OCHS or OCMS, if not a transfer from a Catholic middle school or grade school, must FIRST schedule an interview with OCHS Academic Counselor Kurt Osborne (270-684-3215; kurt.osborne@owensborocatholic.org) or the OCMS Principal Chip Schrader (270-683-0480; chip.schrader@owensborocatholic.org).*

New Student Enrollment Requirements

Required Documents for All New Students

- A child must be 5 by August 1 of the year they are starting school in order to enroll in Kindergarten, per Kentucky law.
- Baptismal Certificate (if applicable)
- Birth certificate (original)
- Social Security Card (original)
- Current Kentucky Certificate of Immunization Form: This must list the dates of all required immunizations on a KDE approved form and be on file within two weeks of the child's attendance.
- Kentucky Medical Examination Form: This physical may be obtained anytime within one (1) year prior to entry in Kindergarten.
- Kentucky Eye Examination Form: This screening/exam should be completed by January 1st of the first year of school enrolled.
- Kentucky Dental Screening/Exam Form: This screening/exam should be completed by January 1st of the first year of school enrolled.

*All documents can be uploaded to Magnus or brought to the school office.

Additional Immunization & Health Requirements

KY Requirements for 6th Grade Entry (11-12 y.o.):

1. **Immunization Certificate** must be on file within two weeks of the child's attendance including the following vaccines:
 - a. **Hepatitis A**- 2 dose series administered 6 months apart
 - b. **Tdap (Tetanus, Diphtheria, and Pertussis booster)** regardless of first dose of this immunization
 - c. **Meningococcal (MenACWY)**
 - d. **Varicella** (Chicken Pox) - second dose **OR** physician documentation that the child has had this disease
2. **6th Grade Physical Exam** on KDE approved form. This is **different than a Sports Physical** which cannot be accepted as the entry into 6th grade physical. This exam may be completed up to one year prior to sixth grade entry.

KY Requirements for Middle School Students:

1. **Hepatitis A vaccine**- 2 dose series administered 6 months apart.

Immunization Certificate must be on file within two weeks of the child's attendance.

KY Requirements for High School Students:

1. **Hepatitis A vaccine**- 2 dose series administered 6 months apart.
2. **Meningitis vaccine booster** - Students are required to receive a booster vaccine no later than 2 weeks after their 16th birthday.

Immunization Certificate must be on file within two weeks of the child's attendance.

Full Description of Commonwealth of KY Immunization & Health Requirements:

1. **KY Immunization Certificate** - KRS 214.034 requires any child enrolled as a regular attendee in all public or private primary or secondary schools, and preschool programs, shall have a current immunization certificate and be on file within two weeks of the child's attendance. Information including school immunization legislation and regulations, school immunization schedules, school immunization reporting forms and requirements can be found at the Kentucky Immunization Program website <http://chfs.ky.gov/dph/epi/Immunization.htm>
2. **KY Preventative Health Care Examination Form** - 702 KAR 1:160 requires each child first entering a Kentucky school (i.e. Kindergarten) or entering Grade 6 to present a Kentucky Preventative Health Care Examination Form. This exam may be completed up to one year prior to initial entry.
3. **KY Dental Screening/Exam Form** - Kentucky law in KRS 156.160 (i) requires proof of a dental screening or examination by a dentist, dental hygienist, physician, registered nurse, nurse practitioner, or physician assistant to be presented to the school no later than January 1 of the first year that a five (5) or six (6) year old child is enrolled in public school.
4. **KY Vision Exam Form** - KRS 156.160 (1)(i) requires proof of a vision examination by an optometrist or ophthalmologist. This evidence shall be submitted to the school no later than January 1 of the first year that a three (3), four (4), five (5), or six (6) year old is enrolled in public school, public preschool, or Head Start program.



After-School Program K-6

Goals and Objectives

The goal of the Owensboro Catholic Elementary After-School Program is to provide a safe after-school environment conducive to both the social development and the academic achievement of participating students.

The objectives of the program are:

1. To develop good after-school study habits through homework and tutorial assistance.
2. To provide opportunities for students to interact socially with other students through structured activities.

Statement of Non-Discrimination

No child shall be refused admission to the program because of sex, race, color, nationality, religion, or ethnic origin.

Admission

Admission into the program shall be open to students and families of Owensboro Catholic Elementary K-3 Campus and Elementary 4-6 Campus. Students admitted to the program must be in compliance with all admission and health regulations. Due to increased enrollment and childcare regulations, there will be a cap on the number of students we can accommodate in our After-School Day Program at the OCES K-3 and OCES 4-6 Campuses this year.

It is ESSENTIAL that you sign up for the After-School Day Program DURING REGISTRATION in order to secure enrollment in the program. Priority will be given to full-time users and to those who pre-register for the Extended School Day Program at the time of their preregistration for school in MARCH. Occasional care (\$15 per day) will be accepted if space is available at the school site. Parents of occasional care must notify the school in advance of the day they wish to use the care to assure space availability.

Operation and Cost

The program operates each day school is in session from 2:30 - 5:30 PM except for the dates listed below. For the safety of the students, parents, and the caregivers, the program will be closed when school is dismissed early due to inclement weather.

Fees for the extended school day are as follows:

There will be only **THESE OPTIONS** for paying for enrollment in the After-School Day Program:

- 1. PAY IN FULL on or before, Friday, June 30, 2024.**
- 2. Via FACTS** - This will be deducted from your designated account along with your tuition.
- 3. Payroll Deduction** - Available to OCS employees only.

ANNUAL COSTS	1 Child	2 Children	3 Children	4 Children
FULL-TIME 3 or more days per week	\$1,300	\$2,080	\$2,856	\$3,630
PART-TIME 2 days per week	\$868	\$1,736	\$2,604	\$3,472
PART-TIME 1 day per week	\$434	\$868	\$1,302	\$1,736

Due to Staffing costs, ALL children enrolled, full-time or part-time, will be charged regardless of attendance.

*Parents must designate the day(s) of the week the child will be staying if they are part-time.

Delinquent accounts may result in the child(ren)'s dismissal from the program.

A late pick up fee of \$5.00 will be assessed for the initial five (5) minutes after 5:30, if not picked up by 5:35, and \$1.00 for each additional minute. Two (2) or more late pick-ups may lead to dismissal from the program.

Dates of Program Closure

The program is **closed** the following days:

- Fall Break
- Thanksgiving Break
- Christmas Break
- Spring Break

The program **may be closed** on the following days if surveyed & found to have limited need:

- Day before Fall Break, Christmas Break, Spring Break
- Day of the Christmas Program (K-3 Campus and 4-6 Campus)
- Day of the Grandparents Day Program (K-3 Campus and 4-6 Campus)

Frequently Asked Questions

Thank you for your interest in Owensboro Catholic Schools. Being new to the Catholic Schools, we would like to address some common questions.

What does Parish-Sponsored mean?

- The parish sponsorship is renewed each year.
- For Catholic families who are currently members of an OCS sponsoring parish, we encourage you to inform your parish pastor of your intent to enroll your child in the Owensboro Catholic Schools and inquire what is involved in receiving parish sponsorship. Each parish is responsible for their requirements for a family to be parish sponsored for the Owensboro Catholic Schools. Generally, it involves your family being active in parish life and utilizing time, talent, and treasure.
- Each of our sponsoring parishes contributes funds (totaling \$3 million) to the Owensboro Catholic Schools on behalf of the students from the parishes, which allows the parish sponsored tuition rate to be lower than the standard rate.
- A voucher is given by the parish office and submitted to the OCS Central Office.

Which parishes are OCS sponsoring parishes?

St. Anthony - Browns Valley
Blessed Mother - Owensboro
St. Stephen Cathedral/
Blessed Sacrament - Owensboro
St. Augustine - Reed
Our Lady of Lourdes - Owensboro
Sts. Joseph and Paul - Owensboro
St. Mary Magdalene - Sorgho
Precious Blood - Owensboro
St. Pius X - Owensboro
St. Alphonsus - near Mt. Saint Joseph
The Immaculate - Owensboro
St. Elizabeth - Curdsville
St. Martin - Rome
St. Peter of Alcantara - Stanley

Will my child be able to ride the bus?

If your family lives in the Daviess County Public Schools district, then your child may ride the bus to and from any Owensboro Catholic School's site. DCPS determines the bus route and times. Call the DCPS Bus Garage at 270-852-7080 for information.

I filled out the online Tuition Assistance Application Form. Is there anything else I need to do?

- Yes, you must send FACTS \$37 for processing your application. This fee is paid directly to FACTS.
- You must also mail, upload, or fax your 2022 or 2023 tax return and 2023 W-2's to FACTS in order for your application to be complete. Please note it takes approximately two weeks for FACTS to process your tax documentation and the school cannot process a financial aid award until the tax documentation is received.

Do I need to reapply for financial assistance each year?

Yes. Due to changing family circumstances, financial aid is always reviewed annually. Financial aid applications must be submitted for each school year.

OCS Bus Information

Henderson Bus

Owensboro Catholic provides daily transportation to and from Holy Name School to Owensboro Catholic High School - \$800 fee per school year.

- The charge for bussing can be added to your tuition and can be paid via FACTS or can be paid in full at the beginning of the school year (bus transportation is not subject to any discounting).
- Students will be picked up in the Holy Name Church parking lot and will depart at 7:15 am.
- Students will leave OCHS at 3:20 pm., and arrive back at Holy Name at approximately 3:45 pm.
- All bus drivers are Diocesan safe environment certified and go through a driver training course.

4-6 Campus to OCMS Shuttle

To better serve the needs of our families, OCS is providing an after-school shuttle bus service for the 4-6 students.

This service offers the 4-6 students convenient after-school transportation to the OCMS Campus for after-school activities (band, athletics, etc.). The service will not provide transportation to other venues.

***There is a \$80.00 nonrefundable fee per family per semester (this fee cannot be transferred between semesters).**

- The shuttle bus will be at the 4-6 Campus when school lets out at 2:05 pm.
- Registered students will board the shuttle bus promptly upon dismissal.
- The shuttle bus will arrive at the OCMS Campus by approximately 2:30 pm.
- Students are expected to follow all rules and behavior expectations established by the 4-6 Campus. Failure to do so will result in losing the privilege of riding the bus without refund.
- Students cannot use the shuttle bus service until a Registration Form is complete and payment is made in full at the Central Office or the OCMS Office.

OCMS to OCHS Shuttle

To better serve the needs of our families, OCS is providing an after-school shuttle bus service for OCMS students.

This service offers OCMS students convenient after-school transportation to the OCHS Campus for after-school activities (band, athletics, etc.). The service will not provide transportation to other venues.

***There is a \$80.00 nonrefundable fee per family per semester (this fee cannot be transferred between semesters).**

- The shuttle bus will be at the OCMS Campus when school lets out at 2:53 pm.
- Registered students will board the shuttle bus promptly upon dismissal.
- The shuttle bus will depart for the OCHS Campus promptly at 3:00 pm.
- The shuttle bus will arrive at the OCHS Campus by approximately 3:10 pm.
- Students are expected to follow all rules and behavior expectations established by OCMS. Failure to do so will result in losing the privilege of riding the bus without refund.
- Students cannot use the shuttle bus service until a Registration Form is complete and payment is made in full at the Central Office or the OCMS Office.

OCS Scrip Program

SAVE NOW ON YOUR FUTURE TUITION

Have you heard about the Owensboro Catholic Scrip program? Scrip helps parents save money on their children's tuition. Now you can purchase Scrip and "bank" your rebate to save on your child's future tuition. On average, an OCS family that actively participates in the Scrip program saves hundreds of dollars on Catholic school tuition. Start saving on your tuition today!

What is Scrip?

Scrip is a fundraising program where Owensboro Catholic Schools purchases gift cards and certificates at discounted rates then sells them at face value. OCS uses the funds raised from Scrip to help our families offset their out-of-pocket tuition costs. With numerous, wide-ranging local and national retailers participating, you are able to purchase and use gift cards and certificates at places you already frequent.

How does it work?

Each Scrip year begins April 1 and ends on March 31. All purchases made under your name, through the year, are accrued.

Current family rebates are applied to your child's next year's tuition.

Future Family rebates will be "banked" until your child is fully enrolled to attend OCS.

Every purchase you make will mean 70% of the rebate dollars will go toward your tuition. If you purchase a \$100 card at 5% rebate then you will have just earned \$3.50 to go toward paying your tuition. The other 30% of the rebate funds help with Scrip administrative costs, maintaining inventory, and to help fund our OCS needs-based tuition assistance. Rebate percentages are listed on the Scrip Order Form for each vendor.

How do I start?

Simply fill out the Scrip Tuition Rebate Program Enrollment form on our website by clicking the "Scrip Enrollment" button, or in person at the Scrip Office located in the OCS Central Office. We are located at the rear of the high school building at 1524 W Parrish Ave., under the green awning. The Scrip Office is open Mondays, Tuesdays, Thursdays, and Fridays from 9:00 - 4:00.

Payment is due at time of order. Check, cash, or credit cards accepted. Cards are not recommended as they assess a 3% processing fee.

What Scrip gift cards are in stock?

All vendors listed on our order form are the cards we keep in our inventory for both local and national cards. Our order form is available in the Scrip Office and online at owensborocatholic.org/scrip

Contact Information

We look forward to working with you and having your family become part of the Owensboro Catholic Schools family!

Enrollment Questions

Jenny Glenn

jenny.glenn@owensborocatholic.org

270-686-8896

FACTS/Payment/ Tuition Questions

Kathy Sterling

kathy.sterling@owensborocatholic.org

270-686-8896

Tuition Assistance

tuition.assistance@owensborocatholic.org

Chief Education Officer

Tracy S. Conkright

tracy.conkright@owensborocatholic.org

270-686-8896

OCES K-3 Campus

Kristin Miller ● Principal

kristin.miller@owensborocatholic.org

270-684-7583

OCES 4-6 Campus

Wendy Kenny ● Principal

wendy.kenny@owensborocatholic.org

270-683-6989

OCMS 7-8 Campus

Chip Schrader ● Principal

chip.schrader@owensborocatholic.org

270-683-0480

OCHS 9-12 Campus

George Powell ● Principal

george.powell@owensborocatholic.org

270-684-3215



Owensboro Catholic Schools share in the mission of the Church in communion with families and parishes to provide excellence in Catholic faith formation and academics which prepare students to become responsible individuals as well as members of their family, Church, and community.

Preparing Leaders, Achievers, Believers

1524 West Parrish Avenue ● Owensboro, KY 42301

270-686-8896

owensborocatholic.org

