



*A Catholic Tradition in Academic Excellence*

**Admissions process for registering your student:**

- Submit application and the \$125.00 fee to the Tuition Manager, Mary-Jo Korp  
\*\*If a student has an IEP, please send a copy of the IEP to Principal - Mrs. Marybeth Okula or Dean of Students - Mr. Joshua Dicker as this will need to be reviewed before we can proceed with the Admissions process.
- As long as there is not a waiting list for enrollment, students will be accepted. If for some reason your student cannot be accepted, you will be notified immediately.
- Once the application is submitted, you may begin the tuition financial aid submission via FACTS: <https://online.factsmtg.com/signin/3NW1N>
- All families must complete a FACTS Financial Aid Application every year in order to be eligible for aid/scholarships and to set up their payment plan options.
- Uniforms can be purchased at Flynn & O'Hara, which is located at 1876 Catasauqua Rd, Allentown, PA 18109 or on their website <https://www.flynnohara.com/>

**Contact Information for any questions you may have:**

Principal	Marybeth Okula x112	<a href="mailto:principal@stjaneschool.com">principal@stjaneschool.com</a>
Dean of Students	Joshua Dicker x122	<a href="mailto:deanofstudents@stjaneschool.com">deanofstudents@stjaneschool.com</a>
Tuition Manager	Mary-Jo Korp x110	<a href="mailto:secretary@stjaneschool.com">secretary@stjaneschool.com</a>
Busing (transportation)	Patricia Hunter-Cahill X111	<a href="mailto:assistsec@stjaneschool.com">assistsec@stjaneschool.com</a>
Volunteer Coordinator	Patricia Hunter-Cahill X111	<a href="mailto:assistsec@stjaneschool.com">assistsec@stjaneschool.com</a>