



March 14, 2025

Dear Parents,

It is hard to believe, but it is re-registration time again!

It is **IMPERATIVE** that you re-register your student(s) to ensure their spot and guarantee continued enrollment, which helps determine the resources necessary for each classroom.

Re-registration Process: **Beginning on Monday, March 24**, parents can re-register their students at St. Therese. Re-register your student for the 2025-2026 school year by signing into PowerSchool Parents. Refer to the [Parent Guide for Re-Registration](#) to see how to re-register your student at St. Therese. Registering via PowerSchool is just the beginning of the re-registration process. Follow the instructions below and refer to the linked documents as well.

IMPORTANT Notice on Current Student Re-Registration

** PowerSchool Re-registration is not supported by using the PS mobile app **

Exp	Last We		
	M	T	W
HR(A)			
P1(A)			
P2(A)			
P3(A)			
P4(A)			
P5(A)			
P6(A)			
P7(A)			
P8(A)			

Once you are in PowerSchool, find the **Re-Registration** and **Sibling Registration** buttons in the left panel (See image).

- **Use the Re-Registration button ONLY.**

It is for re-registering every student currently enrolled (grades PK-7) at St. Therese School (including siblings).

- Families with multiple students currently attending St. Therese must go through the registration process for **each child** (grades PK-7) **separately**.

Soon after you complete the first part of your student's re-registration in PowerSchool, you will receive an email-invoice from FACTS to pay the NON-REFUNDABLE Re-registration Fees for the new school year. Refer to [2025-2026 Tuition and Fees](#) document for important information on applicable fees and deadlines. Re-registration in PowerSchool must be submitted prior to Monday April 7, 2025 to be eligible for the \$885 Combined Registration-Curriculum Fee, or \$1,235 for incoming 5th graders. Beginning on Tuesday, April 8, 2025, the Re-registration will follow the late fee schedule.

It is very important to make sure you have submitted all [required medical forms](#) and other documentation on the PowerSchool-Magnus Health portal and all FACTS payments to complete your re-registration and guarantee your student a place for the 2025-2026 school year.

If you have any questions, please feel free to reach out at support@sttheresechicago.org.

Sincerely,

A handwritten signature in black ink, appearing to read "L. Oi", written in a cursive style.

Ms. Lisa Deborah Oi
Principal