



St. Edmund Catholic School

Elementary School High School
331 N. 3rd Street 351 West Magnolia
Eunice, LA 70535
337-457-3777
www.stedmund.com

APPLICATION PROCESS

OPENING DATE FOR APPLICATIONS FOR 2026-2027 SCHOOL YEAR:

JANUARY 27, 2026

NEW STUDENTS:

Online Application(s) will need to be submitted for **ALL NEW students in ALL GRADE levels.**

Applications may be submitted at any time and must be approved before new students may complete online enrollment. A \$22.00 non-refundable application fee is required before application can be submitted.

PLEASE NOTE: YOUR SUBMITTED APPLICATION WILL BE FILED IN DATE/TIME ORDER OF FINAL SUBMISSION. IN THE EVENT THAT SUBMITTED APPLICATIONS EXCEED SEAT CAPACITY FOR ANY GRADE LEVEL, THE FINAL SUBMISSION DATE/TIME STAMP WILL BE USED TO DETERMINE THE WAITLIST ORDER.

Follow the directions below to complete a NEW student application. Please note that returning students are NOT required to reapply.

If you are **NEW** to St. Edmund Catholic School and this is your first student application, create a FACTS account.

- <https://stedmund.com/application-process>
- District Code: SECS-LA
- You will receive an email containing a verification link to complete account setup
- Create Username/Password for FACTS Family Portal
- Create New Student Application(s)
- Submit online payment with the non-refundable application fee of \$22/student.
- Once your application has been reviewed, you will receive an email notification regarding the status of your application with instructions for online enrollment.

If you are a **CURRENT** parent of St. Edmund Catholic School and you need to complete a **NEW** student application for new siblings:

- Use your FACTS Family Portal login credentials (District Code: SECS-LA)
- Click on Appy/Enroll, then Application, then Create a New Student Application button and complete the required fields.
- Submit online payment for the non-refundable application fee of \$22/student.
- Once your application has been reviewed, you will receive an email notification regarding the status of your application with instructions for online enrollment.



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ENROLLMENT PROCESS

ONLINE ENROLLMENT OPENING DATES:

February 23, 2026 for EXISTING FAMILIES

March 9, 2026 for NEW FAMILIES

RE-ENROLLMENT FOR CURRENT STUDENTS AND NEW STUDENTS OF EXISTING FAMILIES:

Existing families will re-enroll their current and new students through Online Enrollment in FACTS using your FACTS Family portal account to access the online enrollment packet.

- Login to FACTS Family Portal and click on Apply/Enroll, then click on Enrollment/Reenrollment. Review enrollment information and make any necessary changes.
- After enrolling, you will be prompted to pay the Enrollment Fees, which includes Diocesan tax. This fee will automatically pop up at the end of enrollment. It must be paid online via credit card or online draft/ACH.

ENROLLMENT FOR NEW STUDENTS OF NEW FAMILIES:

- Login to FACTS Family Portal and click on Apply/Enroll, then click on Enrollment/Reenrollment. Review enrollment information and make any necessary changes.
- After enrolling, you will be prompted to pay the Enrollment Fees, which includes Diocesan tax. This fee will automatically pop up at the end of enrollment. It must be paid online via credit card or online draft/ACH.

FACTS TUITION PAYMENT PLANS

Effective 2026-27 School Year:

ALL families are REQUIRED to use FACTS for Tuition Payments

CURRENT FAMILIES WITH FACTS PLAN:

You DO NOT need to re-register for a payment plan; your agreement will automatically roll over. However, to make changes to your payment plan or schedule you must contact Randi Lyn Fontenot at 337-457-3777 or randi.fontenot@stedmund.com by **May 31**.

NEW FAMILIES or EXISTING FAMILIES WITHOUT A FACTS TUITION ACCOUNT: Your enrollment will not be finalized until you sign up online and choose a FACTS Tuition Payment plan (regardless of your plans to pay in full or in installments). In order to do this, you will go into FACTS Family Portal, choose Family, Tuition Plan Sign-up, follow the prompts on the link provided.