

NATIVITY CATHOLIC SCHOOL 2017-2018 TUITION POLICY

INTRODUCTION

We believe that tuition payments are an investment in your child's education and religious formation. Therefore, Nativity School accepts responsibility for recommending to the pastor, policies concerning the amount of tuition, the manner of payment, and, in general, the development of policy in this area of concern. Furthermore, it is the responsibility of the principal to ensure that adequate financial resources are available for the school and that enrollment is as available and affordable as possible to all families.

YEARLY TUITION RATES FOR 2017-2018

	<u>DISCOUNTED RATE*</u>	<u>NON-CHURCH SUPPORT RATE</u>
Transitional Kindergarten	\$ 4,398.10	\$ 5,644.40
Kindergarten	\$ 4,105.58	\$ 5,644.40
Grades 1-8:		
1 student	\$ 4,105.58	\$ 5,644.40
▪ 2 students	\$ 7,390.25	\$11,288.80
▪ 3 students	\$ 9,854.01	\$16,933.20
▪ 4 students	\$12,348.67	\$22,577.60

* The family rate applies to siblings at the same address

SCHOOL FEE RATES FOR 2017-2018

Registration Fee (non-refundable)	\$210.00 per family
Academic Fees (non-refundable)	\$200.00 per student*
Sacramental Fee (non-refundable)	\$ 60.00 per student
Graduation Fee (non-refundable)	\$200.00 per student

* Additional consumable books will need to be purchased and will be listed on the supply list distributed at the beginning of the school year.

TUITION PAYMENT

- I. Families who are registered and contributing members of Nativity Parish with children enrolled at Nativity Catholic School shall receive the benefit of reduced rates of tuition to be determined annually by the principal with the approval of the pastor.
- II. Families who are not Catholic or are non-practicing Catholics (do not attend mass regularly) shall make tuition payments equal to the total cost for educating each child in attendance. (Per pupil cost X total number of children enrolled.)
- III. All families shall be expected to make tuition payments according to one of the following payment plans. Each family's preferred manner of payment must be submitted each year at the time of student registration. Unless indicated, payment will be submitted using the FACTS Tuition Management Plan. Options for payment shall include:
 - A. **Full Payment:** Under this plan the entire amount of tuition is paid directly to the school on or before June 1st.
 - B. **Semi-Annual Payments:** Under this plan, the entire amount of tuition and fees is paid in two separate payments with the first payment made in June and the second made in November. Through this plan, the family authorizes the bank to transfer the tuition payments from a checking or savings account on either the 5th or the 20th of these two months. There is an **annual fee of \$15.00** for this deferred payment plan.
 - C. **Monthly Payments:** Under this plan, the entire amount of tuition and fees is paid monthly over an eleven (11) or twelve (12) month period beginning in June through the FACTS Plan. Through this plan, the family authorizes the bank to transfer the tuition payments from a checking or savings account on either the 5th or the 20th of the month. There is an **annual fee of \$41** for this deferred payment plan.

IV. **Late Registrations**

- A. Families registering after July 1st shall be expected to fulfill their tuition obligations according to the tuition policy stated previously.
- B. Tuition for students registering on or after the first day of school shall be prorated over the number of school days they will be in attendance.

V. **Late Payments**

It shall be the responsibility of each school family to keep the principal informed of their need to make any changes in their preferred tuition payment plan or adjustments in the amount of tuition expected to be paid. Without such information, the following policy will apply when tuition payments are received late:

- A. **Full Payment:** When full payment has not been made by June 1st, the family will be contacted by the school within five (5) working days concerning the missed payment. At that time, if payment is not made, the family will be required to pay through the FACTS Plan.
- B. **Monthly Payments:** School families who choose the eleven (11) or twelve (12) month payment plan and miss a monthly payment due to insufficient funds, will be automatically charged a \$30.00 missed payment fee by FACTS, a \$25.00 missed payment fee by the school, and may incur a similar penalty from their own banking institution. After being informed of a missed tuition payment by FACTS, the missed payment will be re-attempted on the next available payment date (either the 5th or 20th). If an emergency has occurred, suitable arrangements must be made with the principal five days prior to payment date.

In addition, school families who are 45 days in arrears will be informed that their child/children will not be allowed to attend Nativity School. (See the “Non-Admission” specifications of this policy).

NON-ADMISSION OF STUDENTS DUE TO TUITION DELINQUENCY

School families failing to pay tuition according to the agreement which they have made with the school or who have been unwilling to make suitable

alternative arrangements with the school will be informed that their child/children will not be allowed to attend Nativity School.

All families must be current in their payment of tuition:

- **By August 20th:** If not, students will not be admitted on the first day of school
- **By the end of the First Trimester:** If not, students will not be re-admitted on the first day of class in the second trimester
- **By the end of the Second Trimester:** If not, students will not be re-admitted on the first day of class in the third trimester
- **By the end of the Third Trimester:** Trimester report cards will not be released by the school administration. Graduates will not participate in the graduation exercises.

DELINQUENT TUITION FROM PREVIOUS YEAR(S)

All previously unpaid tuition must be paid by June 15th if a student is to be re-admitted on the first day of class for a new school year. Payments are made directly to the school. If payment is not possible, suitable arrangements must be made with the principal.

FUNDRAISING AND SERVICE HOURS FEES

All requirements regarding fundraising and services hours, not met by the date indicated, will be automatically billed on the following month’s invoice.

Families withdrawing students prior to the end of the school year will have their fundraising and service hours’ requirement pro-rated on a trimester basis. Attendance for part of a trimester will be counted as a full trimester.

TUITION REFUNDS

Families withdrawing students prior to the first day of school shall be responsible for one month’s tuition, registration and academic fees.

Families withdrawing students after the first day of school shall be responsible for the current month’s tuition, one additional month’s tuition, registration and academic fees.