

Each family is responsible for the registration fees and tuition charges for their children, as well as for P.I.P. time and support of the annual auction. You must promptly meet your obligation in order for the school to meet its obligation of school bills and staff salaries, otherwise late fees will incur and/or enrollment status will be affected.

1. Registration Fees + Annual \$50 per-family Account Set-up Fee. Please initial the following:

_____ Registration fees (+ \$50 fee) paid in full when this form submitted – 10% discount if paid by Feb. 28.

2. Tuition and Fees

Please initial your tuition & fees payment plan selection:

_____ Payment of tuition & fees in full by July 5 (receive a 3% discount on annual tuition)

_____ Payment of tuition & fees in full by September 5 (receive a 2% discount on annual tuition)

_____ Tuition & fees paid in two payments by Sep. 5 and by Feb. 5 (receive a 1% discount on annual tuition)

_____ 11-month payment plan (August through June)*

* Monthly payments due on the 20th of each month (via FACTS) and past due after the last day of each month.

Tuition & fees must be paid in full by July 31st of each school year in order to enroll for the next school year.

3. Additional Fees/Penalties:

Please initial that you are aware that these additional fees/penalties may occur and your willingness to pay for them.

_____ Please understand there may be additional charges added to your monthly statement throughout the year. (Examples: Field trips, milk, before and after school care (\$6.50 per hour), sports fees, camps, 8th grade Mexico mission trip, late fees, lost or damaged materials)

_____ Early withdrawal penalty equal to one month tuition (unless a written notice is received by school office at least 30 days in advance)

4. Parent Involvement Plan (for all families):

Please initial the appropriate P.I.P. commitment (and to accept a FACTS charge of \$10 per unfulfilled P.I.P. hour charged at the end of the school year):

_____ 30 hours (family with 2 parents) _____ 15 hours (single-parent family)

_____ 10 hours (family for parents of Pre-K students only)

NOTE: You will earn one P.I.P. hour for every \$10 in donations procured for the school's annual auction.

5. Support of School's Annual Auction (for all families except those of Pre-K students only):

_____ Please initial to acknowledge that you will either procure or donate new items or services with a total value of \$100 or more for the auction. (You will be charged for the difference between \$100 and the amount procured/donated after the procurement deadline.)

6. Invoices and Payments will be handled using the FACTS online tuition payment service.

_____ Please initial acknowledgement of the \$30 charge for bounced checks or for insufficient funds (and that you accept the 2.5% convenience fee charged by FACTS for all credit card payments, does not include electronic bank transfers).

Person responsible for the Financial Account:

Name: _____ Relation: _____

E-mail address (for monthly invoices and FACTS reminders): _____

Please have FACTS mail my invoice (instead of via e-mail)

Your signature on this form signifies that you will fulfill all the financial commitments as initialed above.

Parent/Guardian Name: _____ Date: _____

Parent/Guardian Signature: _____