



TUITION POLICY AND PAYMENT PLAN

TUITION POLICY

All families are required to sign a tuition payment agreement. A student who voluntarily withdraws from school or who is dismissed from school will be entitled to a refund of tuition according to the following schedule. If the withdrawal date is...

- prior to the first day of school 75% of the total tuition due is refundable
- after the first day of school, but prior to September 30th, 50% of total tuition due is refundable
- after September 30th, but prior to October 31st, 25% of total tuition due is refundable
- after October 31st there is no refund and the total tuition for the year is expected to be paid

TUITION PAYMENT PLANS

Tuition can be paid in full, or divided into a scheduled payment plan (weekly, bi-weekly, or monthly).

Option 1: Payment in Full – due by July 5th, or within one week of enrollment for enrollment processed after July 5th.

Option 2: Scheduled Automatic Payments – The first scheduled automatic payment is due by July 5th for regular fall enrollment or, for enrollments processed after July 1st, the first scheduled payment is due within one month of enrollment. Payment plans may not extend beyond May 20th. A completed FACTS application is required in order to finalize enrollment. Click the following link to proceed to the FACTS website to create or login to your account:
<https://online.factsmgt.com/signin/3HZLS>

PLAN SELECTION

I (we) select the following tuition payment plan:

PAYMENT IN FULL

SCHEDULED AUTOMATIC PAYMENTS:

- Monthly on the 20th. Payments must start in June, unless prior arrangements have been made.
- Monthly on the 5th. Payments must start in June or July, unless prior arrangements have been made.
- Weekly or bi-weekly (circle one) starting on _____ (date). Payments must start by the first week of July, unless prior arrangements have been made.

I hereby certify that, by signing below, I have read and understand all of the information on this page, and that I will commit to paying tuition according to my selection above.

Student name(s) _____

School year _____

Parent/Guardian Name (please print) _____

Parent/Guardian Signature _____ Date _____