# *St. Agnes School, Grades K-5*

## TUITION CONTRACT

2019-20

Please register the following child(ren) for the 2019-20 school year.
**$100 Non-refundable Registration Fee for each child is due at this time.**

| Child | Grade |
|---|---|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

_____ _____
Responsible Party Date

_____ _____
Responsible Party Address Phone Number

____ I understand that the tuition is the responsibility of the parent(s)/ guardians and shall be paid in full before the end of the school year.

____ I understand that when a payment is due, it is expected on the 1st day of the month. I also understand that a $25.00 fee will be charged monthly on all past-due accounts.

____ I understand that my tuition must be current at the end of each quarter of the school year or my child(ren) may be excluded from school. I further understand that no records will be released until all financial obligations have been met. So that I may best fit the tuition into my personal budget (next page).

____ I will choose the appropriate payment plan (next pages) for the family.

*(There is some Tuition Assistance available to qualifying applicants. Please see the Tuition Assistance section of this contract.)*

Please familiarize yourself with the tuition collection policy (page 3) and retain it for future reference.

**I understand that the tuition is in addition to the non-refundable Registration Fee of $100 per child, due at the time I register my child(ren).**

_____ _____
Responsible Party/Parties Signature Date

## PARISH SUNDAY CONTRIBUTION

To qualify for Catholic tuition, we ask each family with a child in St. Agnes School to contribute $10 per child each Sunday to the regular collection.
We qualify as members of:

**[ ] St. Agnes Parish**

**[ ] Other Catholic Parish _____**

**[ ] Non-Catholic**

## SERVICE HOURS

St. Agnes families benefit from a relatively low tuition, due in large part to the support of the Parish and the fundraising efforts of the Home and School Association. We depend on the help of our school families to support us through, not only timely tuition payments, but also through volunteerism.

The time you give helps keep tuition costs down, but more importantly affords you the opportunity to build connections with the fellow St. Agnes families. This is the village that will be helping you raise your child/children.

We require each family to give of their time to the major fundraisers, the St. Agnes Premiere, which is held the 3rd Friday in November and the Penny Carnival the first Sunday in March. The Home & School Association will provide information regarding the type of help needed for these events. With the implementation of our own lunch program, it is also necessary for each family to help with serving and clean-up at least 5 times during the year. Other family members (grandparents, aunts/uncles, etc.) or friends can fill in for a family whose work/family schedule makes it impossible for them to help in the middle of the day.

We invite our parents to become involved and connected members of St. Agnes School. It is through your involvement with each other that community is built and strengthened, and this is what makes our school such a great place. Other potential ways to get involved at St. Agnes include:

- Serving as a board member for Advisory Council or the Home-School Association
- Serving on a standing committee – Technology, School L.I.F.E Committee
- Serving as a chair or co-chair for Penny Carnival
- Attending Home-School meetings (last Monday of each month)
- Classroom Volunteer (based on teacher's need)
- Field Trip Driver
- Room Parent (organize 3 class parties during the year)

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TUITION ASSISTANCE

In order to consider tuition assistance, the following must occur:

1. Responsible Party/Parties will complete the **Tuition Assistance Application** including the **previous tax year filings**.
2. Responsible Party/Parties will meet with the parish priest and/or the school principal.

Tuition Assistance applications can be obtained at the school office beginning **March 1st**. Completed applications must be returned to the office by: **Friday, May 17th**.

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_____ _____

Responsible Party/Parties Signature Date

# ST. AGNES TUITION COLLECTION POLICY

TUITION COLLECTION

I. Parents or Guardians must register their student with the school office and present the signed Tuition Contract. No student will be admitted to St. Agnes School until the registration is completed and the Tuition Contract is signed.

II. If it is not possible for the parents to register during the usual registration period, arrangements must be made for registration during regular school hours prior to the start of school. The tuition contract must be signed at that time.

III. Parents must choose a method of payment of tuition and indicate their choice on the Tuition Contract at the time of registration.

IV. Tuition amounts and schedule of payment, as they are agreed to on the Tuition Contract, shall be followed. Any scheduled payment which is overdue by thirty (30) days will be considered past-due. The due date for tuition payments is the 1st of each month. A late fee of $25.00 will be assessed monthly on all past-due accounts and will be added to the tuition bill. Tuition must be current at the end of each quarter, or the student may be removed from school. If, for some valid reason, you need to deviate from your contract, you must be responsible for contacting the pastor and/or the principal to give reasons why and make contingency arrangements to conform to the existing contract. Otherwise, payment will be considered past-due and your child(ren) may be excluded.

V. Parents may use ACH Debit Authorization (ACH) program through their banks to establish a regular payment schedule. A bad check will result in cash being required for all payments.

VI. No Catholic student will be refused admission for inability to pay the full tuition rate, provided the parents make special arrangements with the pastor and/or the principal and abide by the commitment they make on their Tuition Contract. All families will be expected to pay at least a minimum amount as a demonstration of their commitment to the cost of their child's education.

VII. In order to be eligible for Catholic tuition, the parent or guardian must be a registered and active member of a Catholic Parish. The St. Agnes Family Handbook states…"St. Agnes Parishioners are expected to contribute at least $10 per week per child for financial support to the parish…"

VIII. Non-payment of contracted tuition for any quarter of the school year will result in the following action being taken by the Administration:

1. The student(s) may be removed from school the first day of the following quarter.
2. Student will not be issued a report card and/or records will not be released until all contracted tuition and other financial obligations to the school are paid in full.
3. Past-due accounts and the fees they have accrued may be turned over to a collection agency.

_____ _____

Responsible Party/Parties Signature Date

# *St. Agnes School, Grades K-5*

## 2019-20 REGISTRATION FEE AND TUITION PAYMENT PLANS

***Registration fee is $ 100.00 per child, on top of your tuition, and is to be paid at the time of registration and is non-refundable.***

***Activity fee is $ 20.00 per child, not to exceed $ 50.00 per family.***

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A. **Lump Sum Payment** - Due by August 1st

| | Catholic Lump Payment | | Non-Catholic Lump Payment | |
|---|---|---|---|---|
| Students: | 1: | $ 2,112.00 | 1: | $ 3,636.00 |
| | 2: | $ 3,672.00 | 2: | $ 6,372.00 |
| | 3: | $ 4,740.00 | 3: | $ 8,184.00 |
| | 4: | $ 5,280.00 | 4: | $ 9,096.00 |

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B. **Semi-Annual Payments** (1st payment is due August 1st; 2nd payment is due January 1st)

| | Catholic Semi-Annual Plan | | | Non-Catholic Semi-Annual Plan | | |
|---|---|---|---|---|---|---|
| Students: | 1: | 1,056.00 x2= | $ 2,112.00 | 1: | 1,818.00 x2= | $ 3,636.00 |
| | 2: | 1,836.00 x2= | $ 3,672.00 | 2: | 3,186.00 x2= | $ 6,372.00 |
| | 3: | 2,370.00 x2= | $ 4,740.00 | 3: | 4,092.00 x2= | $ 8,184.00 |
| | 4: | 2,640.00 x2= | $ 5,280.00 | 4: | 4,548.00 x2= | $ 9,096.00 |

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C. **Monthly Payments** Beginning in June and ending in May. (Payments are due by the 1st of each month and delinquent after 30 days.)

| | Catholic Monthly Plan | | | Non-Catholic Monthly Plan | | |
|---|---|---|---|---|---|---|
| Students: | 1: | 176.00 x12= | $ 2,112.00 | 1: | 303.00 x12= | $ 3,636.00 |
| | 2: | 306.00 x12= | $ 3,672.00 | 2: | 531.00 x12= | $ 6,372.00 |
| | 3: | 395.00 x12= | $ 4,740.00 | 3: | 682.00 x12= | $ 8,184.00 |
| | 4: | 440.00 x12= | $ 5,280.00 | 4: | 758.00 x12= | $ 9,096.00 |

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## Choice of payment plan:

Lump Sum_____ Semi- Annual_____ Monthly_____

Note: If you register and begin paying later than June, the monthly amounts will have to be changed to reflect the late start.

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## ACH withdrawal.

**Returning families**:

_____ I desire to continue my ACH with the current tuition rates. And to the best of my knowledge, my account information is current. If information has changed or you desire a different date of withdrawal, please fill out a new ACH form.

_____ I desire to pay my registration fee of $ 100.00 per student, with my first ACH payment in June.

**New families**:

If you desire ACH withdrawal, please request an official ACH form at the time of registration.

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_____ _____

Responsible Party/Parties Signature Date