**TUITION FOR STUDENTS IN KINDERGARTEN – GRADE 8**

**TUITION RATE – 2018 -2019**

$5,000 – Per Pupil

$700.00 – Fundraising per family\*\*

\*\*Fundraising dollars exceeding $700.00 will not be applied to tuition.

Pre-Kindergarten Tuition is as follows:

5 Full days $8200.00

3 Full Days $6200.00

5 Half Days $4100.00

There is no Fundraising Fee for Pre-Kindergarten.

All Tuition payments are based on 10-month payment plan made through FACTS Management Automatic Payment System.

**General Charges**

**Registration: $100.00 per student for existing students**

**$100.00 per student for new students**

**Graduation Fee: $200.00 (Grade 8 students only- due by end of February)**

**TUITION POLICY**

All financial responsibility regarding tuition must be current in order for a student to participate in any after school activities, such as dances, after school clubs and after school sports, etc. **St Mary School will not allow students to take final exams/final tests if there is an outstanding tuition or fundraising balance.**

Prompt tuition payments are vital to the life of the school. Please observe carefully the following regulations. Tuition payments are distributed over ten months. Payments begin in June and are to be completed by March. FACTS Tuition handles all monthly tuition payments.

Tuition payments are due the 5th or the 20th of the month, June – March

**Conditions:**

1. No student will be allowed to begin class until three month's tuition, June and July and August, has been paid.
2. If for any reason tuition payments fall 60 days in arrears, students will not be permitted to attend school until the account is brought up to date.
3. Students who are absent from school for more than 10 days due to overdue tuition payments will be asked to withdraw from St. Mary School and official transfer papers will be processed.
4. No Kindergarten student or eighth grade student will be allowed to participate in graduation activities unless all bills are paid in full.

A ***penalty fee*** of **$25.00** will be charged for any check returned to us from the bank indicating insufficient funds. After 2 returned checks – we will no longer accept a personal check.

**FINANCIAL ASSISTANCE (Does not apply to Pre-Kindergarten)**

School families in need of assistance must adhere to the following procedure:

1. Any family needing assistance must apply to the Diocesan Tuition Assistance Program through FACTS Grant and Aid Assessment.

**TUITION REFUND POLICY**

The school's expenses are incurred on an annual basis; therefore, the school is obligated to meet costs it cannot cancel because of student withdrawals.

1. Students who withdraw prior to the beginning of school will be charged one month's tuition and the remainder will be refunded.
2. Students who withdraw prior to October 4 will be charged three months’ tuition and the remainder will be refunded. Students who withdraw after October 4 will be charged a full year's tuition.
3. Refunds will not be considered until the parent/guardian has signed an official notice of transfer/withdrawal.
4. Students who leave school as a result of disciplinary action will not be granted a tuition refund.