



## FINANCIAL AGREEMENT

Student's Legal Name: \_\_\_\_\_ Grade: \_\_\_\_\_  
First Middle Last

### Tuition Schedule 2017/2018

Elementary/Middle School Student	\$7210
High School Student	\$8045
Registration Fee	\$ 350

All tuition payments will be administered through FACTS Tuition Management. Enrolled families will be responsible for setting up an account with FACTS and choosing the payment plan and payment due date that best fits their individual needs.

A \$25 monthly processing fee (per family) will be added to your account if you are not enrolled in the monthly auto pay through FACTS. (Does not apply to those making quarterly or one-time payments.) Click on the FACTS link on our *stillwaterchristianschool.org* website (admissions channel) to sign-up.

#### **Payment options available through FACTS:**

*First payment must be scheduled for no later than Sept. 1<sup>st</sup> and completed by June 25<sup>th</sup>*

- ◆ One-time payment in full
- ◆ Quarterly payments (Aug., Oct., Jan., April)
- ◆ Monthly payments (1<sup>st</sup>, 10<sup>th</sup>, 15<sup>th</sup>, 25<sup>th</sup>)
- ◆ Semi-monthly payments (1<sup>st</sup> & 15<sup>th</sup> **or** 10<sup>th</sup> & 25<sup>th</sup>)

***I have read, understand and agree to support and fulfill Stillwater Christian School's policies and conditions on this sheet. I also agree to fulfill my obligations to the school as outlined on this sheet.***

Parent: \_\_\_\_\_ Date: \_\_\_\_\_

Parent: \_\_\_\_\_ Date: \_\_\_\_\_

# POLICIES AND CONDITIONS

## 1. REGISTRATION

- Each student is considered enrolled when all forms are returned and all fees paid.
- All accounts must be current before a family is accepted for re-registration.
- The registration fee is \$350 per student reserving a place in the grade.
- Registration fees are non-refundable. (An exception will be made and the fee refunded for one week following notification of financial aid awards.)

## 2. TUITION

- The first month's tuition payment is non-refundable and must be scheduled for withdrawal no later than September 1<sup>st</sup>.
- All tuition payments must be set-up through FACTS Tuition Management Services. A \$25 monthly processing fee (per family) will be added to your account if you are not enrolled in the monthly auto pay through FACTS.
- All accounts must be current at the end of each quarter before a student is given his/her report card or permitted to begin the next quarter.
- All accounts must be current before a family is accepted for re-registration.
- Students will be allowed to begin a new year after all previous years' obligations are met.
- Any family whose account has been overdue more than 30 days may be required to pay semester tuition in advance.
- Student records, including report cards and transcripts, will be withheld if the family leaves the school still owing tuition or any other fee. All checks must have cleared the school's account before transcripts or diplomas are released.
- A student who is withdrawn, dismissed or expelled must pay a prorated portion of tuition based on days in session and a **\$100 withdrawal fee**.
- The school reserves the right to require any account to be brought current for a student to continue to attend classes.
- All Foreign Exchange Students must pay actual cost and are not eligible for any tuition assistance.

## 3. PTO ORGANIZATION

All school parents are members of the PTO. The PTO's primary purpose is to enrich the school program. All school families are required to contribute 30 hours during the year on approved projects or contribute \$400.00 to the PTO. Failure to complete PTO hours could adversely affect future financial assistance awards.

4. Parents will endeavor to form a partnership with their children's teachers to strengthen the educational opportunity afforded to them.
5. If parents have a concern or are dissatisfied, they will seek to resolve the issue with the person(s) directly. Parents agree to not gossip about teachers, staff, or other school families, but to follow the principle of Matthew 18:15-17.
6. The school board reserves the right to ask a family to withdraw from the school, if, in the opinion of the board, the family is unable to support the policies and practices of the school or has lost trust in the school and its leadership.
7. SCS admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to student at the school. It does not discriminate on the basis of race, color, national and ethnic origin in the administration of its educational policies, admission policy, scholarship and loan programs, and athletic and other school-administered programs.