



Sacred Heart School | Salinas

# Tuition Contract

2012-2013 ACADEMIC YEAR

Family Name \_\_\_\_\_

Student Name \_\_\_\_\_

Grade in '12-'13 \_\_\_\_\_

Student Name \_\_\_\_\_

Grade in '12-'13 \_\_\_\_\_

Student Name \_\_\_\_\_

Grade in '12-'13 \_\_\_\_\_

Student Name \_\_\_\_\_

Grade in '12-'13 \_\_\_\_\_

In consideration of the acceptance of this contract between Sacred Heart School, Salinas and the undersigned, the party below agrees to pay the 2012-2013 tuition as specified in their tuition and fee contract.

### Registration, Tuition and Fees

General registration for the entire school is held in February. There is a non-refundable registration fee of \$375.00 per student due with the signed school Tuition Contract and completed Family Registration Packet by February 15, 2012, \$400 per student if paid after February 15, 2012.

### Tuition

Tuition may be paid in a single payment (by August 10<sup>th</sup>) with a \$50.00 discount, in semester payments (by August 10<sup>th</sup> & January 10<sup>th</sup>), or in ten monthly installments (August-May). Tuition statements prepared by the School will be provided for each student based on the student's elected tuition payment plan. Tuition rates are as follows:

#### Tuition Rates:

Transitional Kindergarten.....	\$4,000
Kindergarten - 8 .....	\$4,800

#### Multiple Children Discount:

2 <sup>nd</sup> child discount.....	\$250 per family
3 <sup>rd</sup> child discount.....	\$350 per family
4 <sup>th</sup> child discount.....	\$400 per family

### Refund Policy

Sacred Heart School plans carefully to ensure full enrollment and budgeting in order to provide our parents with a tuition that remains affordable. It is the policy of Sacred Heart School that tuition cannot be reimbursed for the semester in which a family leaves the school. If a family has paid tuition for the entire year, the school will only reimburse the tuition for the upcoming semester. Families that leave during the semester are required to continue to pay tuition until the end of that semester. This policy pertains to students who withdraw voluntarily as well as students who are asked to leave the school.

### Building Maintenance Fee

There is a non-refundable building maintenance fee of \$350.00 per family due by May 15, 2012. \$375 if paid after May 15, 2012.

### Athletics Fee

There is an additional Athletics Fee of \$35.00 per sport assessed to those children participating in any of the after-school sport programs due at the beginning of each sport season.

### Graduation Fee

Every Graduating Eighth Grader will be assessed a \$100 Graduation Fee due by January 31, 2013.

### Family Service Program (Time and Talent)

Each family will make a commitment of time and talent toward the success of school activities and events. In order to keep with Sacred Heart School's mission to provide affordable Catholic education each family must participate in the school's family service program by completing 35 Family Service hours. Fundraising and service hours are a combined program. Families may pay the sum of \$500 by September 1<sup>st</sup>, 2012 if they prefer to be relieved of this commitment of time and talent.

## ELECTED TUITION PAYMENT PLAN

### Payment Methods

Sacred Heart School will be using *FACTS* for tuition payments. With *FACTS* you can have your tuition payment withdrawn from your checking or savings account. You can choose to have your payment withdrawn on the 5<sup>th</sup> or 20<sup>th</sup> of the month. **No cash will be accepted.**

You may choose to pay tuition as follows: (Please indicate your choice)

- |          |                      |                                                                                                                            |
|----------|----------------------|----------------------------------------------------------------------------------------------------------------------------|
| _____ 1. | <b>In Full</b>       | As one payment on or before August 10, 2012<br>(discount given to full payment)                                            |
| _____ 2. | <b>Semester Plan</b> | One-half of the tuition due on or before August 10, 2012<br>and one-half of the tuition due on or before January 10, 2013. |
| _____ 3. | <b>10 Month Plan</b> | Ten months beginning August 5, 2012 through and including May 20, 2013.                                                    |

### Tuition Payment Policy

Depending on your elected payment plan, tuition payments are due by the 20<sup>th</sup> day of the month. There will be a \$25.00 late fee charged for any payment received beyond the 20<sup>th</sup> day of the month. Any returned checks will be subject to a \$25.00 returned check fee.

If any tuition payment is over 30 days past due parents will receive a reminder notice from *FACTS* and communication from the school.

If any tuition payment is over 90 days past due parents will receive a letter from the school principal terminating your child/children enrollment at Sacred Heart until your unpaid account is paid current. Additionally your unpaid account will be referred to a collection agency.

This policy has been established in order to insure a sound financial income for our school and to provide an awareness of the importance of just payment for services rendered by the school.

By signing this contract, I (we) the undersigned, understand all terms and agreements set forth. I (we) further understand that I (we) are responsible for the tuition and fees. **BOTH PARENTS MUST SIGN CONTRACT.**

\_\_\_\_\_  
Signature of Parent(s)/Guardian(s)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent(s)/Guardian(s)

\_\_\_\_\_  
Date

*Sacred Heart School admits students of any race, color, nationality and ethnic origin and accords them all the rights, privileges, programs and activities generally made available to students at the school. The school does not discriminate on the basis of color, nationality, or ethnic origin in the administration of its educational or admission policies, scholarship programs or other school-administered programs. While Sacred Heart does not discriminate against students with special needs, a full range of services may not be available.*