

Policy:

1. Tuition Agreements: Holy Family Catholic School students may attend the school pursuant to and not completely dependent upon execution of a tuition agreement. The tuition agreement will be signed by parent(s) or guardian of the student(s) at the time of school registration. If no tuition agreement is in force before the first class day of the school year, enrollment and attendance will be denied.

A. Amendments to tuition agreements and revisions to payment schedules may be made by mutual agreement of the parent(s) or guardian and the Executive Officer at any time, but only written, signed agreements will be effective and binding. All payment arrangements will be governed by the stipulations in this policy and will not be in force unless agreed to by the parent(s) or guardian and the Executive Officer in a written and signed amendment to the tuition agreement.

2. Delinquent Accounts:

A. When any account becomes delinquent, the Executive Officer will send a written note under the letterhead of Holy Family School to the parent(s) or guardian at home, carried by the student.

B. When any account has been delinquent for ten calendar days, the Executive Officer will attempt to contact the parent(s) or guardian by telephone to discuss the account.

C. When any account has become delinquent for a period of 30 days and an amendment to the tuition agreement has not been arranged and executed, a written notice under the letterhead of Holy Family Catholic School, signed by the Executive Officer and the President of the Board of Trustees of Holy Family Catholic School will be sent by United States Postal Service certified mail to the parent(s) or guardian and will demand immediate satisfaction of past due payment and/or immediate amendment to the tuition agreement.

D. When any account is delinquent 40 days and a subsequent amendment to the tuition policy has not been executed, the family student(s) will be disenrolled from Holy Family Catholic School and further attendance will be denied until an amended tuition agreement is in force.

3. Delinquent Accounts and Future Enrollment:

A. Student(s) disenrolled from Holy Family Catholic School for reason of delinquent account will not be reenrolled until the delinquent account has been

satisfied with up to date payment on the account and/or execution of an amended tuition agreement.

- G.** Delinquent Accounts will remain in force from school year to school year. All previous delinquent accounts must be satisfied by payment in full before a family will be allowed to enroll student(s) in subsequent school years.