

St. Monica Academy - Tuition Agreement - K-8 - 2020-2021



Family _____

Address _____

City _____ State _____ Zip _____

Phone _____

Email _____

<u>Student Name</u>	<u>Grade Level 2020-2021</u>

Tuition Rates 2020-2021

One Student
\$5,750

Two Students
\$9,500

Three Students
\$12,200

<u>Payment Options</u>	<u>Initial Selection</u>
Payment Option 1: 10 monthly installments beginning August 2020	
Payment Option 2: 11 monthly installments beginning July 2020	
Payment Option 3: 12 monthly installments beginning June 2020	
Payment Option 4: \$50 discount for paid in full on or before August 15, 2020	

TERMS AND CONDITIONS

- 1. Registration Fee** - \$200 family registration fee is required with this agreement. This fee is payable through FACTS and is non-refundable. The fee will be added by FACTS immediately upon completing registration for new families. The fee will be added to the accounts of returning families when this signed Tuition Agreement is received in the Finance Office. If you do not have Auto Pay set up for incidental expenses you will need to sign into your FACTS account and make a manual payment.
- 2. FACTS Yearly Fee** - FACTS online \$40 yearly fee paid through FACTS and is non-refundable.
- 3. Instructional Material Fee** - \$300 per student (K-8) due by July 31, 2020 and will guarantee your child(ren)'s enrollment. This fee is payable through FACTS and is non-refundable.
- 4. Tuition Payment Option** –Tuition payments are due on or before the 15th of the month. Tuition payments may be scheduled through our FACTS tuition system to be automatically deducted on the 1st, 5th or 15th of each month. We are not able to change payments plans/dates once they are finalized. Questions? Contact Gwenn Suvada, Business Office Administrator 773-763-1661.
- 5. Delinquent Tuition or Extended Care Payments** - The procedure for dealing with delinquent tuition payments is as follows:
 - A past due invoice notice will be sent via email by FACTS.
 - A \$30 late fee will be assessed for delinquent tuition or extended care by FACTS.
 - The parent or guardian is required to contact the school or finance office to discuss payment.
 - If the tuition or extended care balance is **over 30 days in arrears**, a delinquent account may be subject to the following actions:
 - students will not be allowed to participate in field trips
 - exclusion from classes may be instituted until account is current

Parent/Guardian Signature _____ Date _____