

Dear Parents:

The school Finance Committee has unanimously approved tuition rates for the 2017-2018 school year.

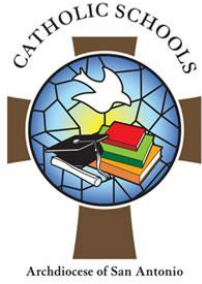
Please read the two documents which are attached:

- Delinquent Tuition and Fees Payment Agreement (Archdiocese of San Antonio)
- 2017-2018 Schedule of Annual Tuition St. Luke Catholic School

Please be ready to advise at the time of re-registration your preferred payment plan for the 2017-2018 school year.

With the implementation of our new tuition program, FACTS tuition management, and to serve as a reminder that re-registration is just around the corner (Feb. 22nd and 23rd from 3:30 – 6:30 pm). Please come prepared to registration and bring the following information: Financial Institution name, routing number and account number (if choosing the automatic debit from your account option) **or** your debit or credit card number. Please know that if you choose the option to pay using your debit or credit card, there is a 2.75% fee (every month) for this service. We are looking forward to serving you and your family in the 2017-2018 school year!

Please note that registration fee that applies to your family is due in full (check, cashier's check, money order or cash) at registration. Post-dated checks cannot be accepted.



Department of Catholic Schools

Archdiocese of San Antonio

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4405B: Delinquent Tuition and Fees Payment Agreement

The success of St. Luke Catholic School hinges upon the commitment of families to make Catholic education a financial priority, be involved in their child's education, and make their tuition and fees payment(s) on a timely basis.

The school relies upon tuition and fee payments to provide an excellent spiritual and educational program operating on a balanced budget. Therefore, when tuition and fee payments become delinquent, it can quickly become a serious matter.

The school understands that unexpected situations can and do arise and the school strives to work with families. If unforeseen financial circumstances arise, families are responsible for contacting St. Luke Catholic School's Business Manager and/or Principal as soon as possible to review the financial hardship and seek a mutually agreeable alternative tuition payment plan.

The St. Luke Catholic School administration and the School Council, with the support of the Pastor, Fr. Jim Barlow, have for the 2017-18 school year, implemented the FACTS Tuition Management program. It is mandatory that all families participate in the program. The program offers two options for parents to pay their tuition: either by automatic draft or credit card payment. For the 2017-18 school year parents will have their tuition payment automatically deducted from their checking or savings account, or by using their credit card. The options and services provided by FACTS Tuition Management program facilitate the payment of tuition and make the entire process more convenient for parents. Overdue tuition payments may not be made by a personal check.

When payments are not made in accordance with the tuition agreement, the following steps will take place:

30 days past due:

- When an account becomes 30 days past due under the established tuition agreement, the financially responsible party will receive written notification requesting that tuition be brought current or that they contact the school to create an alternative tuition payment plan.
- It is the responsibility of the family and/or financially responsible party to contact the school's Business Manager and/or Principal to bring the account up to date or to create an alternative tuition payment plan with the school.

60 days past due:

- When an account becomes 60 days past due, the school's Principal will issue the financially responsible party a written notice by certified letter. The notice will reiterate the terms of the financial commitment and request immediate attention to the matter.

- In addition to this notification, student(s) will not be permitted to pre-register for the following academic year or to return after the current semester until the balance is paid in full or an alternative plan has been approved.
- Eighth graders cannot take part in graduation exercises.

Exclusion Policy:

- Non-payment of a prior year’s tuition will result in non-admission for the following school year.
- All tuition and fees must be current the first day of class or the student(s) will not be seated.
- Student(s) will be dismissed at the end of a semester for non-payment of financial obligations when the financially responsible party has failed to demonstrate sufficient good faith in attempting to meet these obligations.
 - Students will be allowed to complete all academic work in progress before terminating enrollment for non-payment of tuition and/or fees.

The school encourages all responsible parties to maintain open communication with the Business Manager and/or Principal to ensure a complete understanding of each family’s financial circumstance. The goal of the school is to provide a Catholic school education to every student that desires one. By working together, we can make sure this goal is met.

Tuition Assistance: There is an Archdiocesan Tuition Assistance Program entitled “Hope for the Future.” Families in need of financial assistance are encouraged to apply for this on-line through the Archdiocesan website.

In an effort to provide St. Luke Catholic School families with budgeting alternatives, tuition and fees are combined and are payable in eleven (11) or twelve (12) equal monthly installments.

Please check and write your initials next to the plan you wish to implement:

I agree to pay St. Luke Catholic School utilizing the following payment plan:

_____ 11 months beginning July 2017	_____ 1 payment in full
_____ 12 months beginning June 2017	_____ 2 equal payments

- This is a binding contract between St. Luke Catholic School and the family.
- Any changes to this contract must be approved by administration.
- As per school policy, the responsible party and/or parent/guardian understand and agree that if the monthly tuition is in arrears one or more payments, services may be suspended.
- If the account is past-due as of January, 2018, the student(s) will be ineligible to re-register.
- Any and all financial obligations, including but not limited to Extended Day Care, tardy fines, library fines, cafeteria and athletic fees owed to the school that are one month overdue will be added immediately to your FACTS Tuition management account.

St. Luke Catholic School

SCHEDULE OF ANNUAL TUITION FOR 2017-2018 SCHOOL YEAR

2017-2018 Registration Fees:

<u>No. of children in school</u>	<u>In-Parish</u>	<u>Out-of-Parish</u>
1	\$275.00	\$300.00
2	\$325.00	\$350.00
3	\$375.00	\$400.00
4	\$425.00	\$450.00
5	\$475.00	\$500.00

2017-2018 Yearly Tuition Rates:

	<u>In-Parish</u>	<u>Out-of-Parish</u>
Pre-Kinder*	\$6587	\$7587
Kinder**	\$5270	\$6270
1 Student	\$5270	\$6270
2 Students***	\$10,013	\$11,013
3 Students	\$15,019	\$16,019
4 Students (or more)	\$19,072	\$20,072

* No multi-sibling tuition discount on Pre-Kinder tuition.

** No multi-sibling tuition discount on Kindergarten tuition.

*** Multi-sibling discount applied for students in Grades 1 – 8.

ASSORTED FEES:

Pre-Kinder Supply Fee	\$350 per student
Kinder Book Fee	\$350 per student
Grades 1-8 Book Fee	\$300 per student
PTC Fee	\$35 per family
Yearbook Fee	\$50 per family
Student Insurance	\$11 per student
TCCED	\$10 per student
Standardized Test Fee	\$ 20 per student
8 th Grade Graduation Fee	\$150 per student
Technology Fee	\$ 50 per student
Building Fee	\$150 per family

The annual tuition rate and assorted fees are added together and divided into eleven (11) or twelve (12) equal payments, payable June or July 2017 through May 2018.

St. Luke Catholic School

Monthly Tuition
2017-2018

<u>1 Student</u>	<u>In-Parish</u>	<u>Out of Parish</u>
1 Student Pre-K		
11 month	\$660	\$751
12 month	\$605	\$689
1 Student Kinder		
11 month	\$541	\$631
12 month	\$496	\$579
1 Student 1 st - 7 th		
11 month	\$536	\$627
12 month	\$491	\$575
1 Student 8 th Grade		
11 month	\$550	\$641
12 month	\$504	\$587
<u>2 Students</u>		
Pre-K & Kinder		
11 month	\$1179	\$1356
12 month	\$1081	\$1243
Pre-K & 1-7		
11 month	\$1175	\$1357
12 month	\$1077	\$1244
Kinder & 1-7		
11 month	\$1055	\$1237
12 month	\$967	\$1134
2 students in 1-7		
11 month	\$1003	\$1094
12 month	\$919	\$1003
1 student in 1-7, 1 in 8 th		
11 month	\$1003	\$1094
12 month	\$919	\$1003
<u>3 Students</u>		
1 Pre-K, 1 Kinder, 1 in 1-7		
11 month	\$1694	\$1967
12 month	\$1553	\$1803
Kinder & 2 students 1-7		
11 month	\$1522	\$1704
12 month	\$1395	\$1562
3 Students 1-7		
11 month	\$1493	\$1584
12 month	\$1369	\$1452

3 line items not included in the monthly tuition rate: 1) registration fee, 2) lunch at \$3 per day, and 3) uniforms