



K-8 TUITION POLICY

St. Mary | Pope John Paul II Schools

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Tuition Policy K-8

St. Mary Elementary and Pope John Paul II Middle School is a private parochial school. We charge tuition to help cover educational and operational expenses. Tuition covers a portion of the cost to educate each child with the remaining support coming from Sunday church contributions, donations and endowments. Therefore, parental/guardian commitment to their tuition and fee obligations is crucial to the school's continued operation and vitality. In order to meet our financial obligations, it is necessary that tuition and fees be paid in a timely manner.

Tuition Amounts

As it is the responsibility of the St. Mary Parish Finance Council to ensure that adequate financial resources are available for the school, tuition is determined each year based upon the funding needed to operate the school. Affordability for families is also a significant consideration. Tuition for the 2020-2021 school year is available in the school office or on our website.

Tuition Discounts

Parish Member Discount: For families who are **registered, active and contributing members** of St. Mary Church (or St. Lawrence Church for those attending Pope John Paul II Middle School.)

Multi-Child Discount: For parishioner and non-parishioner families with more than one child attending St Mary Elementary or Pope John Paul II Middle School.

Student Fees

For all new and returning K-8 students, book and activity fees are to be paid in full at the time of registration. Fee amounts for the current year are available in the school office or on our website.

Book Fee: The book fee for each child covers textbooks, workbooks, software and instructional materials for the school year. The non-refundable book fee is due at the time of registration. **This fee is not prorated if enrollment occurs later in the school year.**

Activity Fee: The activity fee for each child covers anticipated field trips and incidental fees associated with educating your child such as tennis, bowling and skate rental incurred as part of the academic curriculum. The non-refundable activity fee is due at the time of registration. This fee is not prorated if enrollment occurs later in the school year.

Tuition Payment Options

All families are expected to make tuition payments according to one of the following payment plans. Families may choose one of two options for the payment of tuition.

Full Payment: Remaining tuition as well as additional student fees are due on or before June 5th.

Monthly Payment: Student fees are due at the time of registration while tuition is paid monthly over a ten-month period (August-May) via Smart Tuition. An administration fee of \$48 will be added to the first tuition payment for this service.

Late Payments

A \$40 follow up fee for late payments will be assessed through Smart Tuition. In addition, school families who are sixty days in arrears will be notified their child/children will not be allowed to attend school according to the "Non-Admission" specifications of this policy stated below.

Returned Checks and EFTs

Any tuition check and payment returned by the bank because of insufficient funds is subject to a \$30 service fee through Smart Tuition. Any check made out to the school and returned by the bank because of insufficient funds is subject to a \$25 service fee through the school.

Non-Admission of Student Because of Delinquent Tuition and Fees

School families who fail to pay tuition and fees according to the agreement which they made with the school, or who have been unwilling to make suitable alternative arrangements with the school/parish business manager, will be informed that their child/children will not be readmitted to the school.

All families must be current in their payment of tuition and fees:

- by July 1st in order to be admitted on the first day of school.
- by December 1st in order to be re-admitted on the first day of class in January and to receive semester report card.
- by May 15th in order to receive report card and permanent record.

In addition, families will not be permitted to re-enroll their children for the coming year if all fees and tuition from the previous year have not been paid in full.

Tuition Refunds

Families withdrawing students prior to the first day of school shall be refunded all prepaid tuition. All registration and book/activity fees are non-refundable.

If a student withdraws before the end of the school year, tuition will be pro-rated and remaining credit will be refunded.

Throughout the school year, circumstances may change, i.e. loss of job or family illness, which may make it impossible to make all tuition payments. In these cases, it is the family's responsibility to contact the Parish Business Manager to make financial arrangements.