

## **ALL SAINTS ACADEMY TUITION COLLECTION POLICY**

It is the goal of All Saints Academy (ASA) to work with each family to provide a Catholic education for their children. We understand that many families are sacrificing to invest in their child(ren)'s education. It is important to recognize that parishes are also investing significant dollars into the ministry of Catholic education. Therefore, it is critical to the financial health of the school (and school families) that there is open and honest communication about timely tuition payments. We promise that family financial information will be kept confidential.

All Saints Academy works with a tuition management company and provides multiple tuition payment options outlined below. All families will be required to sign a tuition contract, and will be expected to meet their tuition obligation per the signed contract. If at any time during the year, a family is unable to meet a tuition payment, it is the family's responsibility to contact the tuition management company to make alternate arrangements. If there are any bank fees associated with automatic withdrawals, late fees, returned checks, NSF notices, collection fees etc., the amount of service charge/fees will be added to the family's tuition bill, and will be processed first from the next payment.

Keeping tuition costs reasonable is the responsibility of all, and the ASA budget does not include money to cover costs associated with late and delinquent tuition collection. Families who have a past due tuition balance from ASA or any Catholic School will not be allowed to start the new school year. The bottom line is that ASA has financial obligations and payroll to meet, just as families need to meet their financial obligations. We need a stable and predictable cash flow to operate the school. When tuition payments are late, it jeopardizes the solvency of the school for all.

Families who are active parishioners at one of our four founding parishes in good standing are eligible for tuition discounts. Families must be registered in a parish, contributing regularly and actively participating in liturgy and parish life to be considered "in active." Families registered from Blessed Sacrament, St. Alphonsus, St. Isidore and St. Jude parishes must have a Parish Investment Form completed and signed to receive parish investment. Each parish has the flexibility to provide additional financial support to families through scholarships/endowment grants, so families are encouraged to contact their parish business office/pastor to discuss financial need. Families who do not have a completed Parish Investment Form will be charged the full cost of education per child.

### **Tuition & Fees**

Payment frequency options:

- Annual: Total tuition due in August.
- Semi-Annual: Two payments in the amount of 50% total tuition. Payment Dates are July and January.
- 12 Monthly Payments: Tuition payments are made over a 12 month period with payments starting in July and ending in June.

If you use our Early Childhood or Child Care program, you must select 12 monthly payments.

### Payment Methods

The tuition management company will accept payments by any of the following methods: Payment by mail, automatic payment from a bank account, automatic payment by credit or debit card, online payment, payment by telephone. Credit cards are accepted for payment on accounts. There will be a convenience fee added to the payment amount at the time the credit card payment is processed. Debit cards are treated as credit cards. Please use bank account information to avoid fees.

### Collection Procedure

1. If you encounter financial difficulty, and will be unable to meet a payment, you must notify the Tuition Management Company no later than five (5) business days before the payment date so alternate arrangements can be made.
2. If there are insufficient funds in your account on the payment date, you will incur a missed payment fee, as well as applicable fees from your bank or credit union.
3. If your payment is late, you will incur a late payment fee.
4. If you are thirty (30) days behind with your tuition payments, you must notify the ASA Business Manager.
5. If you are sixty (60) days behind and no contact has been made with the Business Manager, a final past due notice will be mailed. You will then have an additional week to contact the Business Manager or make the necessary payments to bring your account current.
6. All tuition plans must remain current. When a family falls behind on their contract, it is their responsibility to meet with the Business Manager to adjust their plan so that the contract will be paid in full by June 30. All Saints Academy reserves the right to limit a student's access to class if payments are delinquent and a concern arises about collection.
7. When payment responsibility for a tuition contract is shared by two or more parties, and one party defaults on payment, the other parties will be responsible for the unpaid balance.

The parent/guardian is completely responsible for making contact with the Tuition Management Company and the Business Manager in the event that a payment will not be made by the due date.

### 2020-2021 K-8 Tuition

<b>Students</b>	<b>Cost of Education</b>	<b>Parish Investment</b>	<b>Active Parishioner Rate</b>
<b>1</b>	<i>\$7,000</i>	<i>\$3,250</i>	<b>\$3,750</b>
<b>2</b>	<i>\$14,000</i>	<i>\$7,500</i>	<b>\$6,500</b>
<b>3</b>	<i>\$21,000</i>	<i>\$12,000</i>	<b>\$9,000</b>
<b>4</b>	<i>\$28,000</i>	<i>\$17,500</i>	<b>\$10,500</b>

## 2020-2021 Preschool Rates

<b>Program</b>	<b>1 Day</b>	<b>2 Days</b>	<b>3 Days</b>	<b>4 Days</b>	<b>5 Days</b>
<b>Preschool</b> Full Day	\$40.00	\$80.00	\$120.00	\$160.00	\$180.00
<b>Preschool</b> Half Day 11:30 pick up	\$20.00	\$40.00	\$60.00	\$80.00	\$100.00
<b>Preschool</b> Plus Lunch 12:30 pick up	\$25.00	\$50.00	\$75.00	\$100.00	\$150.00
<b>Sibling Rate</b> Full Day	\$35.00	\$70.00	\$105.00	\$140.00	\$150.00
<b>Sibling Rate</b> 11:30 pick up	\$15.00	\$30.00	\$42.00	\$60.00	\$75.00
<b>Sibling Rate</b> 12:30 pick up	\$20.00	\$40.00	\$60.00	\$80.00	\$100.00

## 2019-2020 Toddler Care

<b>Program</b>	<b>1 Day</b>	<b>2 Days</b>	<b>3 Days</b>	<b>4 Days</b>	<b>5 Days</b>
<b>Toddler Care</b> Full Day	\$60.00	\$110.00	\$160.00	\$205.00	\$250.00
<b>Toddler Care</b> Half Day (5 hours or less)	\$36.00	\$72.00	\$108.00	\$144.00	\$180.00