

OUR LADY OF GRACE SCHOOL 2016-2017 TUITION CONTRACT

Please complete and return to the Main Office. Please include a \$750.00 non-refundable tuition deposit per child (payable by check made out to Our Lady of Grace School). Re-registration is due for returning families by **March 1, 2016**.

	FULL NAME OF CHILD (FIRST, MIDDLE, LAST)	GRADE IN 2016-2017
1.		
2.		
3.		
4.		

2016-2017 TUITION & FEES	
Pre-School Tuition	<i>See below</i>
Grades K-8 Tuition	\$7,242.00 (includes \$750.00 nonrefundable deposit)
New Student Application Fee	\$50.00 (nonrefundable)

IF YOUR CHILD IS ATTENDING PRE-SCHOOL, PLEASE INDICATE BELOW WHICH OPTION YOU ARE SELECTING:		
<input type="checkbox"/> Pre-K 3's Standard	5 days per week (M-F), 8:15 AM – 12:00 PM	\$4,935.00
<input type="checkbox"/> Pre-K 3's Flex	3 days per week (Tu-Th), 8:15 AM – 12:00 PM	\$2,695.00
<input type="checkbox"/> Pre-K 4's Standard	5 days per week (M-F), 8:15 AM – 3:00 PM	\$7,795.00
<input type="checkbox"/> Pre-K 4's Flex	5 days per week (M-F), 8:15 AM – 12:00 PM	\$4,935.00

Adjusted Pre-School Schedules for number of days and choice of days are available by individual arrangement with the Principal. Additional fees may apply.

TUITION PAYMENT INFORMATION

Tuition may be paid annually, semi-annually, quarterly, or monthly. All families must pay their tuition using the FACTS tuition management system. All payments will be processed on the 20th of the month. For financial aid information, please contact the Principal.

FACTS PAYMENT PLANS	% PER PAYMENT	CALENDAR DATES
Annually	100%	5/20
Semi-Annually	50%	5/20, 11/20
Quarterly	25%	5/20, 8/20, 11/20, 2/20
Monthly	10%	5/20, 6/20, 7/20, 8/20, 9/20, 10/20, 11/20, 12/20, 1/20, 2/20

TUITION REFUND POLICY

Families withdrawing before the end of the school year will be refunded a prorated amount of 10% for each month in which tuition is due (June-March). *NOTE: The \$50.00 new student application fee and the \$750.00 registration are both non-refundable.* The percentages below reflect the total amount due less those non-refundable payments.

Withdrawal Date Before	Percent Owed to School	Percent Refunded
5/20	0%	100%
6/20	10%	90%
7/20	20%	80%
8/20	30%	70%
9/20	40%	60%
10/20	50%	50%
11/20	60%	40%
12/20	70%	30%
1/20	80%	20%
2/20	90%	10%
After 2/20	100%	0%

Name of person responsible for bill

Relationship to student(s)

Address

City, State ZIP

Home Phone

Work Phone

Cell Phone

Email Address

I understand and agree to the tuition payment plan expressed in this contract. I have included with this tuition contract the non-refundable \$750.00 per child registration fee, which is applied towards tuition.

Signature of responsible financial party

Date

For school office only:

- Registration/Reregistration fee received
 Number of students: _____
 Date: _____
 Check #: _____
 Check Amount \$: _____