

## Tuition policy

St. Ann Catholic School provides a comprehensive Catholic education supporting each student's complete development and personal success. The tuition charged is well below the actual cost of education which is around \$6000 per child. Over 30% of school expenses are paid by sources besides tuition and scholarship, primarily donations from St. Ann Parish.

### Tuition for 2017-2018 School Year

	Active Parishioner			Non-Parishioner		
	Tuition	Due at Registration	12 Payments	Tuition	Due at Registration	12 Payments
1 Child	\$4,476	\$300	\$348	\$4,920	\$300	\$385
2 Children	\$5,718	\$450	\$439	\$7,698	\$450	\$604
3 Children	\$6,636	\$600	\$503	\$10,368	\$600	\$814

### Registration

- A down payment towards tuition of \$150 per family plus \$150 per child is due at registration. Registration is not considered complete until this is paid.
- Families registering and paying the down payment before February 28<sup>th</sup>, 2017 will receive a discount of \$50 per child towards the down payment.
- The payment due at registration is non-refundable and is not prorated for families enrolling after the start of the school year. Discounts and refunds for incomplete school years, either starting late or leaving early will be prorated from total tuition, not including the amount due at registration, by the number of days enrolled.
- All applications from current students received after February 28<sup>th</sup> 2017 will be considered new applications and acceptance is not guaranteed but contingent on space and the discretion of administrators.
- Tuition must be current, or there must be a payment plan in place and followed on time for three consecutive months before a student's registration will be considered final for the new school year. If there have not been at least three consecutive months of payments made on time per the payment agreement by the beginning of the new school year, the student will not be allowed to start the school year. After three consecutive months of payments or the payment of all debt to St. Ann, the student can be re-enrolled at the principal's discretion.
- To receive the "Active Parishioner" tuition rate a family must be an active member of St. Ann Parish. "Active" means:
  - A registered parishioner
  - At least one parent or guardian and all household children attending St. Ann Catholic school are baptized Catholic and identify as Catholic.
  - The family regularly attends Sunday Mass at St. Ann with their children.
  - The family contributes financially to St. Ann Parish in the Sunday offertory.

If a family fails to meet these criteria, i.e., does not attend Sunday Mass regularly or contribute to St. Ann Parish using Sunday envelopes, they can lose their "active" status and be held responsible for payment of the year's tuition at the Non-Parishioner rates.

## Scholarships

Scholarships of up to \$2000 per child are available for students attending St. Ann Catholic school. These scholarships can be applied for through the Today and Tomorrow Educational Foundation:

<http://www.ttef-stl.org/> The application period opens on January 30<sup>th</sup> and scholarships are awarded on a first come, first served basis.

## Payments

- There are several options for paying tuition:
  - Tuition may be paid in full to St. Ann Catholic School on or before July 7<sup>th</sup>, 2017. This can be done by check or credit card. (Additional fees apply to credit card transactions.)
  - Tuition may be paid in two equal installments on or before July 20<sup>th</sup> and January 20<sup>th</sup>. This can be done by check, automatic debit, or credit card. (Additional fees apply to credit card transactions.)
  - Tuition may be paid monthly from July to June. Payment is due on the 20<sup>th</sup> of each month. This is to be paid via automatic withdrawals from either a checking or savings account on the 5<sup>th</sup> or 20<sup>th</sup> of each month. In exceptional circumstances this may be paid by check or cash after discussing the circumstance with the parish bookkeeper.
  - In special circumstances, for example families that enroll after the beginning of August, payment may be made over ten months.

## Delinquent Payments

At St. Ann Catholic School, we want to make a Catholic education as affordable as possible. By enrolling in St. Ann Catholic School families promise to pay tuition, minus any scholarship received, according to the schedules listed above. This is a serious promise. As circumstances occasionally make an on-time payment impossible, we do not charge a late fee nor a fee for returned checks or electronic chargebacks beyond any fees charged us by our bank. Tuition pays the salaries for faculty and staff. Many school families work hard to plan and sacrifice to pay tuition on time. It is a matter of justice and an expectation that every family will be current with tuition or, as circumstances require, maintain a payment plan that will bring them current as a condition of enrollment.

- If a family is not able to make a payment because of a change to their financial circumstances they must contact the parish office to discuss the situation. Five days' notice is necessary to stop payment on a scheduled electronic debit.
- In the event of a returned check or electronic chargeback, if the missed payment is not paid by the 20<sup>th</sup> of the month it will be considered past due. It is the family's responsibility to arrange to make up the missed payment. Families that have multiple chargebacks may be asked to make weekly payments or present evidence of some form of financial counseling before being allowed to return to monthly payments.
- Families will not have access to the EduConnect electronic gradebook, report cards, or progress reports if they have a past due balance.
- If a family is behind by two months they must contact the parish bookkeeper to develop a payment plan to be approved by the pastor to bring themselves current.
- If a family has missed consecutive monthly payments, then a weekly tuition payment must be arranged with the parish bookkeeper. If a weekly payment is not paid by the close of business on

Monday, the student will not be allowed to attend school on Tuesday. These absences count as unexcused absences per the school attendance policy.

- A debt owed to St. Ann Parish or School equivalent to two months' tuition or more can be grounds for terminating a student's enrollment in St. Ann school at the discretion of the administration.
- No records will be forwarded to the school to which a student transfers until all tuition and fees outstanding are paid in full.
- St. Ann School reserves the right to pursue debts aggressively using all means legally available.