

SAINT FRANCIS DE SALES CATHOLIC SCHOOL
500 Camden Avenue, Salisbury, MD 21801
410-749-9907 FAX 410-749-9507

2017-2018 Pre-School Tuition Contract

Name of Student(s) _____
(PLEASE PRINT)

Name of Parents _____

Name of Person Responsible for tuition (if different) _____

Address _____

City, State, Zip _____

Phone (_____) _____ Cell Phone(s): _____

Credit Card Number: _____ Type: _____ Exp: _____

ALL FAMILIES MUST CHOOSE ONE OF THE FOLLOWING PAYMENT PLANS. THERE WILL BE NO EXCEPTIONS. PLEASE CHECK ONE OF THE FOLLOWING TUITION PAYMENT PLANS:

Option 1---Monthly Payment (F.A.C.T.S. Automatic Withdrawal)

(All monthly contracts will run for 11 months from July through May.)

If you prefer to keep your payment lower, please make the July payment directly to the Business Office on or before June 15.

_____ \$419.00- one student-Full Day

_____ \$260.55- one student-1/2 Day

(Families using the monthly payment plan must pay an annual service charge of \$41.00 which will be automatically withdrawn when the F.A.C.T.S. agreement is processed. New families choosing the F.A.C.T.S. payment plan must pick up paper work from the school office and submit it with this form along with a voided check.)

Option 2---Annual Payment (DUE ON OR BEFORE JULY 1) Please pay directly to the Business Office. Families who encounter financial difficulty (that would delay payment) must contact the Parish Business Office.

_____ \$4,609.00 - one student - Full Day

_____ \$2,866.00 - one student - 1/2 Day

Option 3---Two Payments (DUE ON OR BEFORE JULY 1 AND NOVEMBER 1) Please pay directly to the Business Office. Families who encounter financial difficulty (that would delay payment) must contact the Parish Business Office.

_____ \$2,304.50 - one student - Full Day

_____ \$1,433.00 - one student - 1/2 Day

Option 4---Three Payments (DUE ON OR BEFORE JULY 1, NOVEMBER 1 AND MARCH 1)
Please pay directly to the Business Office. Families who encounter financial difficulty (that would delay payment) must contact the Parish Business Office.

_____ \$1,536.33 - one student - Full Day
_____ \$ 955.33 - one student – ½ Day

Credit Card

If you wish to use your credit card for Options 1, 2, 3, or 4, you must contact the business office at 410-742-8781 for further information. **An additional 3.5% fee will be charged for this service.** These payments will be processed through our **FACTS** payment processing company, not the business office.

Registration/Re-enrollment Fee

All families must pay \$50.00 for one child or \$100.00 for two or more children **due at the time of registration/re-enrollment. This fee is non-refundable and is due by MARCH 6, 2017.**

- *Re-registration/re-enrollment fee submitted between MARCH 7, 2017 – July 1, 2017 is \$100.00 for one child or \$150.00 for two or more children.*
- *Re-registration/re-enrollment fee submitted any time after July 1, 2015 is \$150.00 for one child or \$200.00 for two or more children.*

Service Hours/Fee

All families must volunteer a minimum 30 hours at parish/school sponsored events **OR** pay a \$300.00 service fee. Service hours are calculated from July 1st to June 30th. If your total volunteer hours fall short of the required 30 hours, the service fee will be adjusted accordingly.

Fund Raising Events

All families are required to take an active and supportive role in the fund raising events sponsored by the school.

Other

All checks are made **payable to: St. Francis de Sales Catholic School.** All fees must be current within each trimester. A family who is having unexpected financial difficulties needs to inform the principal immediately. **There will be a \$25.00 fee for any returned check.**

PLEASE READ CAREFULLY.

Once a student is registered in our school, you have entered into an agreement and commitment to pay tuition for the entire year. The size of the staff, amount of materials and books, and yearly school budget are based upon this commitment which was made at the time of registration/re-enrollment. Tuition paid is non-refundable, and paying tuition for the entire year is the obligation of the family.

An account is considered delinquent if not paid within 10 business days of the due date. A late payment fee of 1.5% per month, or fraction of a month, will be charged on a delinquent account. Whenever a tuition or fee account becomes past due for a period of 60 days from its due date then, unless the School shall obtain adequate security acceptable to the School for such account within that 60 day period, the student will be withheld from classes until the delinquency is cured. If the delinquency is not cured within an additional 30 day period, the student will be dismissed. In all event the first tuition installment payment must be paid on or before the first day of school or the student's place will not be reserved. The student will not be enrolled in classes. Any adjustments to this policy must be authorized by the Principal and the Business Manager.

