

St. John Regional Catholic School TUITION CONTRACT 2012-2013

Family Name: _____
 Father: _____ Father's Social Security # _____
 Mother: _____ Mother's Social Security # _____
 Address: _____ City: _____
 State: _____ Zip: _____ Phone: _____
 Parent's e-mail address: _____

Number of children registering: _____ Name of Parish currently registered: _____

Names of children registering:	Catholic	Grade
_____	<input type="checkbox"/> YES <input type="checkbox"/> NO	_____
_____	<input type="checkbox"/> YES <input type="checkbox"/> NO	_____
_____	<input type="checkbox"/> YES <input type="checkbox"/> NO	_____
_____	<input type="checkbox"/> YES <input type="checkbox"/> NO	_____
_____	<input type="checkbox"/> YES <input type="checkbox"/> NO	_____

Re-Registration Fee (\$400 per child): \$ _____ Check # _____ (Re-registration before March 16, 2012, will be \$325 per child)

Testing: (new students Gr. 1-8 only—\$25 each) \$ _____ Check # _____ (checks may be combined).

Payment Options	Fees 2012-2013	Regional Parishioner	Non-Regional Parishioner
Plan #1, single payment (due 8/15) 4% discount	PK3 1/2 day (3 days)	\$ 2,400.00	\$ 2,965.00
Plan #2, two equal payments (due 8/15 & 12/15) 2% discount on 2nd payment	PK3 & PK4 1/2day (5 days)	\$ 4,000.00	\$ 4,939.00
Plan #3, 10 monthly payments beginning 8/15.	PK3 & PK4 Full day (5 days)	\$ 6,700.00	\$ 8,265.00

	Grades K-8		
	1 student	\$ 6,400.00	\$ 7,830.00
	2 students	\$ 12,160.00	\$ 14,877.00
	3 students	\$ 16,960.00	\$ 20,750.00
	4 students	\$ 19,520.00	\$ 23,881.00

**Tuition is paid online at:
<https://online.factsmgmt.com>**

By signing this contract, the parent/guardian agrees to abide by the terms stated here as well as terms stated in the parent/student handbook (see reverse). All payments are due by the 15th of the month and are considered delinquent after the last day of the month. Delinquent accounts will be assessed a late fee of 5% of your monthly balance. A \$25 fee will be assessed for returned checks. This policy is strictly enforced.

Signature of parent/guardian: _____ Date: _____

Regional Parishes: St. John the Evangelist, St. Timothy, St. Ignatius of Loyola, Holy Family, St. Peter the Apostle, St. Katharine Drexel, St. Joseph-On-Carrollton-Manor, Ft. Detrick Catholic Community, St. Francis/St. Mary

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_____ **Initial here to indicate that you have read page two and agree to the terms of this contract.**

In a further effort to accommodate our students and their families, St. John School offers three options for tuition payment. You may choose from the following options.

A. Payment Options:

One annual payment due August 15th
Two bi-annual payments due August 15th & December 15th
Ten monthly payments due August 15th - May 15th
All tuition payments are made online to <https://online.factsmgt.com>.

Monthly payments are due by the 15th of each month. Your account is considered delinquent after the last working day of the month and a 5% late fee will be assessed. Families who choose payment plan #1 or #2, who do not meet the required deadlines, will automatically be placed in payment plan #3. If a family is unable to meet its financial obligations, the matter must be discussed promptly with the principal.

B. Tuition Assistance

Tuition assistance is available for the parishioners of our various regional parishes. Members of parishes are advised to contact their pastor to inquire about tuition assistance policies. The Marion Burke Knott Scholarship Fund awards scholarships to students in the Archdiocese of Baltimore for grades four and eight. Applications will be sent to eligible students starting in January. The Eliot Kelly Scholarship awards scholarship money to Kindergarten students. The Friends of Catholic Education awards scholarships. Scholarships are need or academic based. For the coming year, need based scholarships are applied for through F.A.C.T.S. www.factstuitionaid.com. If you want to be considered for AOB tuition assistance, the application must be completed by February 29th. The deadline for the school is April 30th. Please contact your parish to find out their deadline for F.A.C.T.S.

C. Registration Fees

Registration forms must be completed before testing of new students occurs. In order to reserve a place in the class, the registration fee for returning students is due at the time of re-registration. In the event that a class is filled, non-registered students or students whose registration fee is unpaid will not be guaranteed placement. Registration fees are not refundable unless a family moves out of the area prior to the opening of school or the school is not able to place the student. Registration is not complete until the fee is paid.

D. FOCE & Scrip Programs

Food Certificates:

Friends of Catholic Education (FOCE) supports a Food Certificate program to assist parents in reducing the cost of tuition at the Catholic schools in Frederick County. To learn more about the program, please contact FOCE at foce@att.net or at www.friendsofcatholiced.org.

Scrip Program:

Parents can also earn tuition credits by using the online SCRIP program. This program gives parents access to gift cards from a variety of stores and restaurants. Orders are placed online and the gift cards are delivered directly to the school for parent pick-up.

E. Delinquent Tuition Accounts

*Accounts are considered delinquent after the last working day of the month. A 5% late fee will be assessed on all accounts not paid before this date.

*Accounts that remain delinquent past 60 days will result in termination of access to PowerSchool information services until the account is brought current.

*In the event a family on payment plan #3 becomes more than 60 days delinquent, they will not receive their report cards until delinquency is cured.

*Accounts that remain delinquent past 90 days are considered to be in default of contract and may be turned over to an attorney or collection agency for final resolution. Any additional expenses incurred as a result of the collection will become the responsibility of the parent or guardian.

*Students can be dismissed from school if parents do not meet financial obligations as detailed in this tuition contract.

*Re-registration will not be accepted for any student whose tuition account is two or more months past the due date.

No student will be placed on a class list for the upcoming school year nor will records be released for any student whose tuition account is not up to date. Registration Fees are considered non-refundable unless St. John Regional Catholic School is not able to place the student or a family relocates out of the St. John Regional Catholic School area prior to the beginning of the school year. Registration Fees may be applied to delinquent tuition accounts.

*A check that is returned by your bank for any reason will result in a fee of \$25 to your account.

*Upon acceptance of a student by St. John Regional Catholic School and execution of a tuition contract, the full year's tuition shall be considered payable and nonrefundable. If a student should leave St. John Regional Catholic School for any reason during the school year, St. John Regional Catholic School may at their discretion, refund tuition based upon the following schedule:

Date of Departure From Beginning of School

Academic Year	% of Tuition Refund
Prior to beginning of school year	100% (less non refundable deposit)
1-30 calendar days	75%
31-60 calendar days	50%
61-90 calendar days	25%
After 90 days	0%

All tuition refunds are contingent upon St. John Regional Catholic School receiving 30 days notice prior to the student's actual departure date and the refund amount will be determined based on the actual departure date.

*Report cards and student records (including test scores and transcripts) will not be distributed to students whose accounts are not paid by the end of the year. The school reserves the right to withhold all student records (with the exception of Health Records) until past due accounts have been paid in full.

*Since individual student accounts are invoiced on a family basis, these policies will affect each child in the family (If an out-going student leaves a balance due, the younger siblings will not be admitted to school until the outgoing student's balance is paid in full.)

*As per the policy of the Archdiocese of Baltimore no enrollment will be permitted in any other Archdiocesan school while there are tuition and/or fees outstanding.