



# St. Joseph Catholic School 2019-2020 School Year

## Preschool – 8<sup>th</sup> Grade Tuition Contract

Student Last Name: \_\_\_\_\_

This agreement dated \_\_\_\_\_ is made and entered between *St Joseph Catholic School* and (Names) \_\_\_\_\_.

Parent(s)  Legal Guardian  Other

Student 1: \_\_\_\_\_ Grade: \_\_\_\_\_ Student 2: \_\_\_\_\_ Grade: \_\_\_\_\_

Student 3: \_\_\_\_\_ Grade: \_\_\_\_\_ Student 4: \_\_\_\_\_ Grade: \_\_\_\_\_

### 1. Tuition – Returning students, register before March 4, 2019 to avoid a \$250 late registration fee.

Tuition schedule, per family\*, for the 2019-2020 school year:

#### ***K-8 Tuition Rate (\$150 registration per family)***

Number of Students	Tuition Schedule	11 Monthly Payments
1	\$3,949	\$359
2	\$6,127	\$557
3	\$7,557	\$687
4+	\$8,305	\$755

#### ***Preschool Tuition Rate (\$100 registration)***

	Tuition Schedule	11 Monthly Payments
Preschool 3	T / Th \$1,100	\$100
Preschool 4	M / W / F \$1,342	\$122

### Payment of Tuition

#### 1. Tuition

The undersigned agrees to pay tuition for the entire 2019 – 2020 school year (beginning **July through May**) in the amount of \$ \_\_\_\_\_ (total tuition amount). Parents shall select a payment plan for tuition from the options set forth below. All tuition payments shall be made in accordance with the Payment Plan.

#### 2. Tuition Late Fees

If a tuition payment is 45 days overdue, St. Joseph Catholic School may impose any or all of the following sanctions, without limitation and does not make alternative payment arrangements with the Business Manager:

- 30 days late fee of \$40
- Withhold academic records, including electronic access to such records;
- Student's attendance at sporting events, field trips, or other school activities may be suspended;
- Exclude student from class participation
- Exclude student from school
- Collection proceedings may commence
- File a claim in court

St. Joseph Catholic School sole discretion; it may agree, in writing signed by the School's principal or administrator, to defer or not impose any or all of the above sanctions. Failure to impose a sanction shall not be deemed a waiver of the right to do so.

#### 3. Unpaid Balance

A family with an **unpaid balance** for the currently enrolled school year **may not register for the following school year** until the tuition for the current school year is paid in full. If special payment arrangements have to be made, the arrangements must be made in writing and signed by the School Principal or Business Manager. In no event shall school records, report cards, diplomas or transcripts be released until all tuition and other charges have been paid in full.

#### 4. Split Tuition

If tuition costs are divided between two parents or guardians, separate tuition payment arrangements must be made with the Business Manager and separate Tuition Contracts must be signed.

### ***Tuition Refunds***

1. If the student(s) is withdrawn, excluded or otherwise absent for any reason during the school year, the remaining tuition balance must be paid in full unless the School Principal or Business Manager agrees in writing to waive the portion of the remaining tuition.
2. There will be no refund, credit or reduction in Tuition for withdrawal, absences, vacations, snow days, illness, holiday or moving; unless the School Principal or Business Manager agrees in writing to refund a portion of the Tuition.
3. Prepaid tuition, excluding the registration fee ( Defined below), will be refunded only if cancellation is made, in writing to St. Joseph Catholic School, within 15 business days prior to the first day classes are scheduled to start.
4. If a student is asked to leave or withdraw from St. Joseph Catholic School, the undersigned is responsible for the prorated annual tuition through the end of the month in which the student withdraws.

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### ***General Terms and Conditions***

1. Prior to completing the registration process, payment of a non-refundable registration fee, **CASH OR CHECK ONLY**, in the amount of \$150 per family, K – 8 and \$100 per Preschool families are required. If you have a K – 8 student(s) and a preschool student(s), the maximum registration fee is \$150. The registration fee is non-refundable for any reason, including but not limited to, a denial of a Student's application.
2. The terms and conditions of St. Joseph Catholic School's enrollment and other policy information which may be provided to the student are hereby incorporated into this Agreement by reference.
3. It is further understood that the student and the student's parents/guardians will abide by the policies and guidelines as documented in the St. Joseph Catholic School student/parent handbook.
4. St. Joseph Catholic School may offer an in-Parish tuition rate. To qualify for the in-parish tuition rate, St. Joseph Catholic School may require a student and his/her family to register at the parish, worship regularly, participate in parish activities, and/or participate in parish and/or school fundraising. To receive the Catholic tuition rate, proof of Baptismal Certificate must be provided.
5. If you are a family with K-8 child/ren, you must complete 20 service hours at St. Joseph Catholic School related activities between **June 3, 2019 and May 29, 2020**. A family that cannot participate in the expected number of service hours shall have the option of buying their service hours at a rate of \$250. Any service hours not completed will be bought at a rate of \$12.50 an hour.
6. **If you are a family that only has a preschool child/ren you must complete 10 service hours at St. Joseph Catholic School between June 3, 2019 and May 29, 2020. Buyout rate for Preschool is \$100 or \$10 per hour.**
7. If you have a Child/ren in Preschool **AND** K-8 you are required to complete 20 service hours.
  - Service must be completed by the parents or guardians only
  - Families may not bank hours for subsequent years
  - Partial service hours are rounded up to the nearest ½ hours
  - Families may not transfer hours to other school families
8. Any checks returned to St. Joseph Catholic School due to non-sufficient funds will result in a \$30 processing fee. If two checks are returned for insufficient funds, St. Joseph Catholic School will no longer accept personal checks and the undersigned will be required to pay in cash, with a certified check from a local bank or through the FACTS program.
9. I/we understand that a place will be reserved for our student(s) only if this form and the registration fee are submitted with this agreement. I/we understand that St. Joseph Catholic School reserves the right to deny enrollment and/or exclude a student in its sole discretion.
10. To receive a multi-student discount, you must claim the students on your personal income taxes. It is not based on the party paying the tuition.
11. Financial aid does not apply to preschool.
12. This agreement reflects the entire agreement between the parties regarding the subject matter of this agreement. No other previous agreement, statement or promise made by the parties hereto that is not contained in this agreement shall be binding or valid. Any modifications, amendments or changes to this agreement must be in writing and must be signed by the School Principal or Business Manager. This agreement shall be governed by and construed in accordance with the laws of the state of Michigan without the regard to its conflicts of law principles. If any provision of this agreement shall be invalid, illegal or unenforceable in any respect, the validity of the remaining provisions contained in this agreement shall not be affected. Failure of either party at any time to require performance of any provision of this agreement shall not limit the party's right to enforce the provision. Waiver of any breach of any provision shall not be a waiver of any succeeding breach of the provision or a waiver of the provision itself or any other provision.

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You, the undersigned, have read and understand the Terms and Conditions of this agreement, for the enrollment of the Student(s) for the 2019 – 2020 school year. You agree to abide by the terms of this agreement and agree to fulfill all financial obligations for payment of tuition as set forth herein:

**Option 1 – Single Payment Plan by August 5, 2019 (Receive a 2% discount).**

I elect to pay the full tuition amount on or before **August 5, 2019**.

**Option 2 – FACTS Monthly or Quarterly**

I elect to pay tuition through FACTS in installments, either monthly or quarterly, beginning **July 2019** through **May 2020**.

\_\_\_\_\_  
Print Father's Name

\_\_\_\_\_  
Father's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Mother's Name

\_\_\_\_\_  
Mother's Signature

\_\_\_\_\_  
Date