



## ST. CLARE CATHOLIC ACADEMY FINANCIAL POLICY 2024-2025

### NEW STUDENT FEES

**Application Fee - \$100**

**Registration Fee-** Upon acceptance, the registration fee of \$150 is due within 10 days from acceptance in order to secure the child's seat.

### RE-REGISTRATION FEES FOR CURRENT STUDENTS

**Early Re-registration:**

**Students who Re-register between January 29th and February 2<sup>nd</sup>, 2024**

One Child \$150.00      Two Children \$175.00      Three Children \$200.00

**Regular Re-registration:**

**Students who Re-register between February 5th and April 19th, 2024**

One Child \$175.00      Two Children \$200.00      Three Children \$225.00

**Late Re-registration:**

**Students who Re-register after April 19th, 2024**

One Child \$225.00      Two Children \$250.00      Three Children \$275.00

Once re-registration is accepted, your child's seat is secure until June 15, 2024, when your tuition payments begin and will remain secure as long as your account is current.

### ENRICHMENT PROGRAM FEE - Kindergarten through 8th Grade - \$250.00

There is a fee to cover the cost of books, special content subjects, and Technology materials. This fee is due by May 17, 2024. This fee must be paid before your tuition will be accepted. Families registering after May 17th will be given 15 days after the date of acceptance to submit this fee.

### 2024 - 2025 TUITION

**CATHOLIC – An official Baptismal Certificate verifying your child's baptism in the Catholic Church must be produced.**

**Kindergarten through 8th Grade**

One Child - \$4,700.00      Two Children - \$7,750.00      Three Children \$10,500.00

**NON CATHOLIC – For any child who was not baptized in the Catholic Church or no official certificate is produced.**

**Kindergarten through 8th Grade**

One Child - \$4,850.00      Two Children - \$7,900.00      Three Children - \$10,700.00

**FAMILY PARTICIPATION FEE -** A \$200.00 fee will be added to the tuition rates above. The fee is only added into your tuition one time regardless of the number of children you have registered. Families who participate in fundraisers (candy sales, Christmas sale, etc.) totaling \$400.00, will receive a credit of \$200.00 to their March 15, 2025 payment.

### PAYMENT OPTIONS

**PAYMENT IN FULL –** Full payment of tuition must be made by June 30th, 2024, less a discount of \$125.00. This discount is given only if payment is received by St. Clare Catholic Academy by June 30th, 2024, and only if all prior year balances and current year fees are paid. New families registering after June 30, 2024, will have 30 days from their acceptance date to pay in full to receive the discount of \$125.00.

**ST. CLARE CATHOLIC ACADEMY PAYMENT PLAN –** St. Clare Catholic Academy offers a payment plan for families who do not pay in full. Parents may pay tuition in 10 (ten) monthly payments beginning June 15th, 2024 and ending March 15th, 2025. There is no interest added but a late charge of \$20.00 will apply if paid after the five day grace period due date. Payments can be made through the FACTS account system or brought to St. Clare Catholic Academy's main office during school hours. FACTS. (a secured online payment platform) All tuition accounts must be paid in full by March 15th, 2025. Any account that becomes delinquent may result in a Parent/Guardian being scheduled to meet with the Financial Tuition Board.



## ST. CLARE CATHOLIC ACADEMY FINANCIAL POLICY 2024-2025

### **PENALTIES FOR NON-PAYMENT OF TUITION, FEES, EXTENDED DAY PROGRAM, AND EXTRACURRICULAR ACTIVITIES**

Timely payment of your tuition and fees is essential in providing a quality education for our students. In fairness to families meeting their financial responsibilities, certain penalties must be charged for failing to make payments. Failure to meet all financial obligations will result in the following actions by the school:

Students will not be permitted to participate in scheduled classes and sponsored activities, including class trips, extracurricular activities, graduation, and will not be able to receive report cards until all obligations are fulfilled. All outstanding tuition and fees must be paid in full as a condition of acceptance into the school for the respective term. No student will be registered for the new term until all balances are paid. If your account remains delinquent for an extended period of time, your account will be placed in a collection agency.

### **RETURN OF DEPOSITED CHECK**

Your account will be charged \$30.00 for checks that are returned unpaid by your financial institution. If your check is returned unpaid a second time, you will be required to pay tuition by money order or certified check only.

### **CREDIT POLICY**

All credits you may receive throughout the year are credited to your tuition account. If your tuition account is paid in full at the time you are eligible for a credit, a refund check will be issued to you.

### **FINANCIAL AID**

There are various scholarships that are awarded each year. Information and guidelines for these scholarships will be made available to you as we receive them. We strongly recommend that all families apply for the available scholarships.

### **THANK YOU FOR BRINING A NEW FAMILY TO SCCA INCENTIVE**

St. Clare Catholic Academy believes that the best type of advertisement is word of mouth. We ask that parents recommend prospective families to enroll their children. Should a family that you recommended register and remain at St. Clare Catholic Academy in good financial standing, you will receive a onetime credit of \$200.00 on your March 15, 2025, tuition payment as a thank you. Please remind the prospective family to make sure they mention your name at the time of registration in order for you to receive the credit.

### **REFUND POLICY**

Tuition is a fee to educate a child. The Registration fee, Re-registration fee, Enrichment Program fee and Application fee are NON-REFUNDABLE. Should you choose to withdraw your child from St. Clare Catholic Academy for the 2024-2025 school year, no refund of any fees or tuition will be given and full tuition is expected to be paid at the time of withdrawal.

I have read and understand the St. Clare Catholic Academy Financial Policy above. I agree to all the terms, fees, and tuition rates. I assume all the responsibilities for payment of all the fees and tuition rates throughout the 2024-2025 school year for my child/children.

---

**PRINT STUDENT NAME**

---

**PRINT STUDENT NAME**

---

**PRINT STUDENT NAME**

---

**PRINT STUDENT NAME**

---

**PRINT PARENT NAME**

---

**PARENT SIGNATURE**

---

**DATE**