

# **Assumption Catholic School**

## **2018-2019 Enrollment & Tuition Information**

### **Financial Obligations**

#### **SCHOOL FEES**

The “New Student Enrollment Fee” is required in order to guarantee your child is enrolled in our school once you have been accepted. Please be aware that this fee is non-refundable. After completing the Enrollment Process online, you will be prompted to pay the New Student Enrollment Fee. All other fees can be included in a family’s monthly payment plan through FACTS®. Fees for Kindergarten include all school supplies for the year (only backpack and lunchbox will be needed). Annual Fee includes scheduling, academics, technology, course materials, textbooks, student insurance, diocesan student fees, guidance services, media/library services, and testing costs. Fee for 8<sup>th</sup> grade includes 8<sup>th</sup> grade end of year trip, 8<sup>th</sup> grade shirt, a yearbook, and graduation items.

<b>Fee</b>	<b>Amount</b>
New Student Enrollment	\$250 per student
Annual (K-8 <sup>th</sup> )	\$650 per student
Kindergarten	\$100 per student
8 <sup>th</sup> Grade	\$200 per student

#### **TUITION RATES**

### **KINDERGARTEN - GRADE EIGHT**

#### **“Registered Catholic In-Parish”**

<b>Number of Children</b>	<b>Amount</b>
One Child	\$4,850
Two Children	\$8,025
3+ Children	\$10,800

#### **“Out of Parish”**

<b>Number of Children</b>	<b>Amount</b>
One Child	\$7,600
Two Children	\$12,475

Three Children	\$16,800
Four Children	\$21,200
Five Children	\$25,475

### **FACTS® Tuition Management Service Overview**

1. **All families enrolling Assumption from our ECLC** will be automatically placed in the Facts payment plan schedule selected for the PK-4 school year. If you wish to change your payment plan, please email Dianna Hirschberger at [dhirschberger@assumptionjax.org](mailto:dhirschberger@assumptionjax.org).
2. **All new, enrolling families** must create a Facts account by visiting <https://online.factsmgt.com/signin/3CWJ8>. Link can also be found through the school's website assumptionjax.org.
3. After creating an account, click on "Set Up a Payment Plan". On this screen, you will be prompted to enter your Family ID. Your Family ID will be the first three letters of your last name and the numbers 001. For example: John Smith would be smi001. Please contact Dianna Hirschberger by email at [dhirschberger@assumptionjax.org](mailto:dhirschberger@assumptionjax.org) with any questions.
4. All payment plans must end with a final payment being due no later than May 2019.
5. There is an annual non-refundable \$36 administrative fee for enrollment in the FACTS® program per family, unless paying in full through FACTS® where the fee will be waived. This fee will be added to your tuition collected by FACTS®. Please do not make this payment to the school.

### **Financial Policies**

1. Assumption Catholic School is responsible for all operating expenses. Our school's financial stability depends on the prompt and faithful payment of tuition and other expenses from the families of our students. If a family is late making any payment, it is their responsibility to contact our Facts Administrator, Dianna Hirschberger at 398-1963, to make necessary arrangements to bring their account up-to-date.
2. Assumption Catholic School will make every effort to assist families when needed, however, when an account becomes three (3) or more months in arrears, Assumption Catholic School may choose to dis-enroll the student(s). In the event the outstanding balance is not paid in full, the family will be responsible for the balance due and any legal fees that may be incurred seeking restitution.
3. The Parish funds a scholarship program for faithful members of the parish who are in need of financial assistance. Please call Dianna Hirschberger at 398-1963 for more information.
4. A "Returned Check Fee" of \$25.00 will be assessed to your account for any returned checks received by the school at any time.

### **Policy to Receive "In-Parish" Tuition Rate**

1. At least one custodial birth parent must be baptized in the Roman Catholic Church.
2. The student must be baptized in the Roman Catholic Church.

3. The family must be registered and attending Mass at Assumption Catholic Church for **six months**. If coming from another parish, the family must register at Assumption immediately and must provide a report of six months of faithful attendance from the former parish. Fr. Fred then provides the final approval.
4. The family must be attending Assumption parish for Mass the overwhelming majority of weekends in the church year. Families must use an envelope each week, even if they contribute monthly. **THE ENVELOPE SYSTEM IS THE ONLY WAY WE CAN MONITOR CHURCH ATTENDANCE.** If your family is using the “Faith Direct” option, the company provided voucher should be turned in during the collection. This envelope system will be monitored quarterly. The first sign of failure in this area will result in a warning letter. Failure to improve attendance will result in the family losing the “In Parish” rate for at least the next semester. If this pattern is repeated, the family will lose the “In Parish” rate permanently.
5. A family who attempts to violate this policy by having a third party other than the student’s parent(s) be the envelope/voucher carrier will lose the “In Parish” rate permanently or possibly be expelled. Envelopes are to be given in the offertory and cannot be mailed. Our ushers have been apprised of this policy.

**Withdrawal Policy (After enrollment or during the 2018-2019 school year)**

1. Families must notify the school in writing if a student is to withdraw from the school.
2. Registered students who withdraw before the first full day of school are responsible for 1/3 of the full tuition amount.
3. Registered students who withdraw between the first day of school and December 18<sup>th</sup> are responsible for 3/4 of the full tuition amount.
4. Registered students who withdraw after December 18<sup>th</sup> are responsible for the full tuition amount.
5. All fees are Non-Refundable.
6. The school will not forward records for students who withdraw with an outstanding balance.