

Tuition Statement Preschool

Sacred Heart School
Roslindale, MA

Overview

The Sacred Heart tuition rates and policies, supported by our annual development, marketing and fundraising efforts, benefit all students by increasing the ability of the school to provide a quality Catholic education experience in a stable and Christian environment for a diverse group of families and students. Every tuition payment is very important for every family. When a tuition payment is not made or is late and long overdue it affects all families at Sacred Heart School. It creates a loss in finances and this loss causes a loss in the school's ability to provide the best educational process and outcomes for all children.

I. Tuition Rates

Tuition For 2016/2017	Number of days hours of operation	Bi-Weekly Tuition Rate
K0 50 weeks	5 Days 7:30 – 5:30	\$539.00
K0 50 weeks	3 Days 7:30 – 5:30	\$462.00
K1 50 weeks	5 Days 7:30 – 5:30	\$539.00
K0 – K1 36 weeks	5 Days 7:30 -2:30	\$405.00
K0 – K1 36 weeks	5 Days 7:30 – 3:45	\$446.00
Language Immersion Program 36 weeks	7:30 – 11:30 a.m.	\$325.00

II. Registration Fees for 2016-2017 Academic Year

Incoming Scholars one weeks non-refundable/nontransferable registration fee is due with the application

Current K0 – KI Scholars \$200.00 non-refundable/nontransferable registration fee is due by January 30th with an additional \$300.00 due by May 15th, to guarantee a seat for September. The registration fee is applied toward tuition cost. All inquiries, once a class is filled, will be put on a waiting list. Registration fees are paid directly to Sacred Heart School and are not collected through *FACTS MANAGEMENT*. A \$300.00 late fee will be assessed if the Registration fee is not received by May 15th.

III. Tuition Payments Policy

This policy applies to all families. All tuition payments must be made through FACTS Tuition Management Company. This company was selected by Sacred Heart School because it is a recognized, trustworthy financial support service that works with many Catholic Schools in New England. All Sacred Heart Preschool families are required to sign up with FACTS Management and follow the process and procedures provided by the Company. Please visit the website to set up your account and for further direction and guidance www.factsmgt.com

- A. Full payment of balance due on or before September 20th. Tuition is reduced \$100.00 per scholar with this option. Families are required to be enrolled with *Facts Management*
- B. Bi-Weekly payments will be withdrawn two weeks in advance of service.
- C. Helpful Hints regarding Facts Tuition Management program
 - Payments are required to be made through *Facts Management*. Payments can be made through your choice of plan. Plans include: a) automatic bank to bank transfer of funds through an authorized checking or savings account or b) Credit cards such as American Express, Discover or MasterCard are accepted.
 - Each year families who were previously enrolled will be automatically re-enrolled in the plan the family selected during the prior year. Each family will be responsible for the application enrollment fee and bank withdrawals for the selected plan until graduation or student withdrawal.
 - *Facts Management* agreement changes: such as change in bank account information may be changed by contacting Facts Management or contacting the Business Office.

D. Benefits for Enrollment in FACTS Management

- Ease of use for all Sacred Heart families
- Choice of payment options
- Payments made electronically by phone or internet
- Easy access to family's account to view balance

F. Penalties for Failure to Comply

- **Failure to Pay on Time:** *Families who are not able to keep up with their account will be advised by Facts Management and the Sacred Heart School. After 1 week families whose account is not paid will be in arrears (bad debt) and this designation will result in the scholar's suspension from school.*
- **Returned or Bounced Payments:**
- If your payment is returned from Facts Management due to insufficient funds a \$30.00 fee will be applied to your account. Payments will be automatically reattempted 10 days after the failed payment.
- If your payment fails a second time you must bring your payment in the form of cash or money order to the Business Office. Scholars will be suspended from school if payments are 2 weeks overdue.

IV. Tuition Policies for Families Joining Sacred Heart School after the Start of the School Year:

- Scholars who enroll after the school year has officially begun will pay tuition based on a bi-weekly schedule