

## **ST. MICHAEL SCHOOL 2020-2021 TUITION POLICY AND FEES**

Base Tuition for Parishioners (1) 10 Month Installment (Aug. through May) (2) (3)

One child K – 8th Grade \$ 5,776 (\$577.60 monthly)

Two children K – 8th Grade \$ 11,135 (\$ 1,113.50 monthly)

Three children K – 8th Grade \$16,075 (\$1,607.50 monthly)

Four or more children K – 8th Grade \$20,704. (\$2,070.40 monthly)

### **FEES(4)**

Registration Fee (K – 8th Grade) (Per child for Registration paid by March 31st – non- refundable) \$ 175.00(5)

Tuition Raffle Fundraising Fee Grades K-8 - \$100 per child for 1<sup>st</sup> and 2<sup>nd</sup> Child, \$50 per Child for 3<sup>rd</sup> and every subsequent child(4) (7)

Lunch Supervision Fee per child (K – 8th Grade) \$ 50.00(4)

Book/Technology Fee per child \$ 200.00(4)

Eucharist Fee per child (Grade 2) \$ 50.00(4)

Confirmation Fee per child (Grade 7) \$ 75.00(4)

8th Grade Fee per child \$ 235.00(4)(6)

(1)Base Parishioner tuition assumes tuition paid in full by August 1st. Tuition is based on an active supporting parishioner status. Tuition rates for active supporting parishioners are lower due to the parish's contribution to the school. As an active supporting parishioner, it is expected that you attend Mass and contribute to the parish by the use of your weekly envelopes. A regular analysis by the parish (not less than semi-annually) will determine if active supporting parishioner status is maintained. If active supporting parishioner status is not maintained, payments will increase to the non-parishioner rate until the next analysis is conducted. In order to determine non-parishioner rates, add \$600 per year for the first student per family and \$400 for each additional student.

(2)Processing Fee There will be a \$150 per family processing fee charged for those enrolled in the monthly installment plan. This charge will be added to the first statement.

(3)Checks and credit or debit card payments are accepted and encouraged to be made online through our secure St. Michael School website at [www.saintmike.org](http://www.saintmike.org).

No additional fees are applicable to credit card payments for the 2019-2020 school year. Cash payments are also accepted.

(4) Except where otherwise indicated, fees are billed and due with the first tuition payment in August.

(5) Funds are due at the time of registration. Registration fee increases per child for registrations submitted after March 15th.

(6) 8th Grade Fee includes Confirmation, Graduation Reception, 8th Grade Trip, Class T-shirt, Diploma, Class Composite, Cap and Gown, Ribbons, and 8th grade edition add-on to Yearbook.

(7) This fundraising fee is used to help budget teacher's salaries, marketing efforts, technology needs, capital improvements and security. There will be 6 drawings that will occur during the school year as follows:

1<sup>st</sup> Drawing - \$1000

2<sup>nd</sup> Drawing - \$1500

3<sup>rd</sup> Drawing - \$2000

4<sup>th</sup> Drawing - \$2500

5<sup>th</sup> Drawing - \$3000

6<sup>th</sup> Drawing - \$5000

Proceeds will be credited to the winner's tuition.

# 2020-2021 Tuition and Fees Policy

## Payments

- Tuition and Fees may be paid either in full by August 1st or by making monthly installment payments throughout the school year. If installments are elected, tuition will be billed monthly, with the first payments due August 1st. Statements are sent to each family by the 15th of every month for the month following. Remaining payments are due on the first of each month, September through May. Tuition must be paid in full by May 5th.
- Payments may be made by check, cash, direct debit through your bank, and all major credit cards. All payments are to be made payable to St. Michael School.
- All payments are due on or before the **FIRST** of every month. If payment is not received by the **FIFTH** of the month, a \$25.00 Late Fee will be assessed.
- Checks returned by the bank marked “Non Sufficient Funds” will be assessed a \$25 fee per check. If the bank returns a second NSF check, no further checks will be accepted from your family. You may then pay by cash, cashier’s check, or money order only.
- At the end of each academic term, if a family is delinquent two months or more and alternative payment terms have not been agreed upon with the Parish Business Office, the student will not receive his/her report card.
- Furthermore, the school reserves the right to deny admission to the student for a new academic term until all financial obligations are met (see Delinquent Financial Obligation Policy). In order for your child to receive a report card, you must be fully current with all monies owed before report cards are to be passed out. If your tuition is paid late, report card(s) may be mailed up to one week after payment is received.
- If a parent/guardian is having a problem making a tuition payment on time, please call Lisa Zenawick in the Tuition Office at 708-873-4622 to determine whether alternative tuition payments are possible. (Reasonable temporary arrangements for payment will be considered for approval.)

You may only register your student(s) if your tuition account for the current school year is up to date. Your registration will not be accepted if your tuition payments are in arrears and your registration fee will be returned. Your student(s) cannot be enrolled unless your full registration fee is paid at the time you register.

Additionally, if your tuition payments are in arrears throughout the year, either by frequency or by total amount due, you may be required to prepay tuition for the following year, in whole or in part. Space will not be saved for your student(s) unless the registration and required tuition, if any, are paid.

## **Parishioners' Participation Policy**

Tuition is based on an active supporting parishioner status. In order to receive the parishioner rate of tuition a family must be registered in the Parish at the time of School Registration. Tuition rates for active supporting parishioners are lower due to the parish's contribution to the school. As an active supporting parishioner, it is expected that you attend mass and contribute to the parish by the use of your weekly envelopes. A regular analysis by the parish (not less than semi-annually) will determine if active supporting parishioner status is maintained.

If active supporting parishioner status is not maintained, payments will increase to the non-parishioner rate until the next analysis is conducted. In order to determine non-parishioner rates, add \$600 per year for the first student per family and \$400 for each additional student (which will be pro-rated based on a ten month period for the period of time such family is determined to be at the non-parishioner rate.)

## **Tuition Refunds**

In the case where a family withdraws their child(ren) from St. Michael School post August 1st, they will be responsible for the entire current trimester's tuition. Irrespective of when the child(ren) are withdrawn from the School, all tuition refunds will be processed at the end of the school year.

## **Delinquent Financial Obligation Policy**

Any family who misses two payments and who has been unwilling to make and/or adhere to alternative arrangements will be subject to actions by the school up to and including non-participation in activities, financial suspension of their student(s), withholding of official transcripts, and/or removal from the school. 8th grade students may be denied participation in graduation activities if all tuition and fees are not current or paid in full by the date of the activity.

In addition, in the event a school family's financial obligations have not been met, (including Parishioner Participation Obligation, all fees and Before/After School Care charges), the School reserves the right:

- To withhold the diploma of a graduating student;
- To deny admission for the student(s) of the delinquent school family to the School for a new academic term;
- To deny admission for the student(s) of the delinquent school family to the School for the following year.

## **TUITION ASSISTANCE**

As a vibrant Catholic community we make every effort to provide assistance for our families who encounter a financial emergency or hardship, such as illness or loss of job. St. Michael offers its parishioner families tuition assistance in the event of a hardship.

The assistance provided is a one-time award. This limit has been implemented in order to help families in need on a short term basis, while hopefully, a more permanent solution is established. The following are the guidelines for tuition assistance:

- Assistance will only be considered for those families whose child(ren) has/have completed a full year of school in Grades K thru 8.
- Please contact Lisa Zenawick in the tuition office at [lzenawick@saintmike.com](mailto:lzenawick@saintmike.com) regarding the application process.
- Application forms will be treated confidentially; however, the information will be shared with the Pastor and Principal.
- Assistance is awarded on a family's demonstrated financial need and the availability of funds. Each family is required to contribute to the cost of educating their child(ren).