



## ACADEMY OF ST. BENEDICT THE AFRICAN

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### Tuition Policy 2024-2025

The success of our Catholic school hinges upon the commitment of families to make Catholic education a financial priority, be involved in their child's education, and make their tuition and fees payment(s) on a timely basis.

Tuition payments are due on the dates stipulated in the Tuition Agreement Contact or on the dates arranged by an alternative payment plan. Academy Of St Benedict The African, via FACTS, will send monthly bills and statements, but it is a family's responsibility to be aware of all due dates.

- 1.) The enrollment fee is required each school year and will be accompanied by the Tuition Agreement Contract.
- 2.) Each family must register with the FACTS Tuition Management Plan.
- 3.) The full monthly tuition payment rate must be paid on or before the due date each month: the 17th of each month.
- 4.) All monthly aftercare fees must be paid on the same date as the regular tuition payment.
- 5.) Families who intend to use Action for Children to cover early childhood tuition or aftercare costs agree to the following:
  - a. Work directly with school personnel to complete and submit all required Action for Children application paperwork within 14-days of enrollment.
  - b. Respond to all Action for Children follow-up inquiries and document resubmission request within 5-days.
  - c. Pay agreed upon co-payments each month.
  - d. Failure to follow through with requirements 5a-5c will result in the family being directly responsible for paying the market tuition rate.

Academy Of St Benedict The African relies upon tuition and fee payments to provide an excellent spiritual and educational program operating on a balanced budget. Therefore, when tuition and fee payments become delinquent, it can quickly become a serious matter.

The school understands that unexpected situations can and do arise and the school strives to work with families. If unforeseen financial circumstances arise, families are responsible for contacting the school's Main Office as soon as possible to review the financial hardship and seek a mutually agreeable alternative tuition payment plan.

**When payments are not made in accordance with the tuition agreement, the following steps will take place:**

- A. If payment cannot be made on time, it is the parent's responsibility to contact the school Principal and make appropriate alternative arrangements.
- B. A student will be denied entry to the opening of school in August if more than 5% of the previous year's tuition balance remains unpaid.
- C. Students will be excluded from school and all activities once monthly tuition payments are 10-days past due unless an alternative tuition plan is made.
- D. Student families whose tuition payments are 60-days or more past due are subject to dismissal
- E. A late fee will be applied to any payments paid after the 17th of each month.

Academy Of St Benedict The African encourages all responsible parties to maintain open communication with the school principal to ensure a complete understanding of each family's financial circumstance. The goal of the school is to provide a Catholic school education to every student that desires one. By working together, we can make sure this goal is met.

**I, \_\_\_\_\_, have received and reviewed this Tuition Policy and agree to its terms and conditions.**

\_\_\_\_\_  
Printed Name (Parent/Guardian)

\_\_\_\_\_  
Signature (Parent/Guardian)

\_\_\_\_\_  
Date

**I, \_\_\_\_\_, have received and reviewed this Tuition policy and agree to its terms and conditions.**

\_\_\_\_\_  
Printed Name (Responsible Party for Payment of Tuition)

\_\_\_\_\_  
Signature (Responsible Party for Payment of Tuition)

\_\_\_\_\_  
Date