

# Middletown Christian Schools

## 2014-2015 FINANCIAL INFORMATION

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The following is a list of school fees and charges. This is effective January 7, 2014 for 2014-15.

### Testing Fee

All new students entering grades 1-12 will be tested. A \$30.00 fee is due at time of testing.

### Registration Fee

*Non-refundable* and due with the application

	Early Registration by April 15 <sup>th</sup>	Registration by July 31 <sup>st</sup>	Late Registration after July 31 <sup>st</sup>
<b><u>New and Returning Students</u></b>			
Kindergarten – Grade 12	\$100	\$150	\$200

### Curriculum Fee

*Non-refundable* and due by August 1<sup>st</sup>

GRADE	Curriculum Fee
Grades K-5	\$125
Grades 6-12	\$200

### Monthly Tuition Fees

MCS uses FACTS Tuition Management for families preferring (11) monthly tuition payments. There is a yearly \$45 fee charged per FACTS contract. There is one contract per family.

In households of more than one child, the oldest child is considered the first child, second oldest is considered second child, etc.

		Full Day K-5	Grades 6-8	Grades 9-12
1 <sup>st</sup> Child	11 monthly payments	\$503	\$539	\$576
	Yearly	\$5,533	\$5,929	\$6,336
2 <sup>nd</sup> Child	11 monthly payments	\$433	\$463	\$495
	Yearly	\$4,763	\$5,093	\$5,445
3 <sup>rd</sup> Child	11 monthly payments	\$337	\$361	\$386
	Yearly	\$3,707	\$3,971	\$4,246

**If kindergarten or school age day care (grades 1-5) is desired, please contact the Preschool/ Daycare Office at 513-424-6788.**

### Transportation

There are a number of local school districts which provide bus transportation at no additional cost. Please call your local school district's transportation department to see if you live within one of these districts. Agreements must be made by the parents with the proper department of transportation. If you live outside of a district that provides transportation, contact your school district for possible reimbursement of transportation costs.

# Middletown Christian Schools

## Financial Policy 2014-2015

### INTRODUCTION

We believe that your tuition payments are an investment in your child's education and spiritual growth. Therefore, the school's Board of Education accepts responsibility for recommending, to the Pastor, policies concerning the amount of tuition, the manner of payment, and, in general, the development of policy in this area. Furthermore, it is the responsibility of the School Board to insure that adequate financial resources are available for the school and that enrollment is as available and affordable as possible to all families.

### FEES

- Registration fee is due with the application and is non-refundable.
- Testing fee of \$30 for new students entering grades 1-12 is due at time of testing.
- Curriculum fee is due by August 1<sup>st</sup> and is non-refundable after the first day of school.

Students with any outstanding balances will not be admitted on the first day of the new school year.

### TUITION PAYMENT

All families shall be expected to make tuition payments according to one of the following payment plans. Options for payment shall include:

- Full Payment:** Under this plan the entire amount of tuition is paid directly to MCS on or before June 30. After this date, full payments may be made to MCS or through FACTS.
- Monthly Payments Through the FACTS Payment Plan-Automatic:** Under this plan the entire amount of tuition is divided into eleven (11) monthly payments paid through FACTS by automatic deduction from your checking/savings account beginning in August. Payments can be set to process on either the 5<sup>th</sup> or 20<sup>th</sup> of the month.
- Monthly Payments Through the FACTS Payment Plan-Credit Card:** Under this plan the entire amount of tuition is divided into eleven (11) monthly payments paid through FACTS by using American Express, Discover or MasterCard beginning in August. Payments can be set to process on either the 5<sup>th</sup> or 20<sup>th</sup> of the month. A convenience fee of 2½% will also be added for each payment.

### LATE REGISTRATIONS

- Families registering after June 1<sup>st</sup> and choosing the 11-month payment plan shall be expected to fulfill their tuition obligation by paying the first tuition payment to MCS by August 1<sup>st</sup> and the remaining payments through one of the Monthly FACTS Payment Plans.
- Tuition for students registering after the first day of school shall be prorated over the number of school days they will be in attendance according to a formula established by the Finance Office. The family will then pay their first month's prorated tuition at the time of registration and the remaining payments through one of the Monthly FACTS Payment Plans.

### LATE PAYMENTS

It shall be the responsibility of each school family to keep the Finance Manager informed of their need to make any changes in their preferred tuition payment plan or adjustments in the amount of tuition expected to be paid. Without such information, the following policy will apply when payments are received after the due date.

- Full Payments.** If payments have not been received by the due date, the Finance Manager will contact the family within five (5) days concerning the missed payment date and alternative tuition payment options will be offered.
- Monthly Payments.** Families who have chosen the eleven (11) month payment plan through FACTS will be charged a \$30.00 fee if payment is not available for ACH or CC payment by the due date. Your bank may charge an additional NSF fee.

In addition, school families who have missed two monthly payments and have not made suitable arrangements within fourteen (14) calendar days of the second missed payment will be informed that their child/children will not be re-admitted to school according to the "Non-Admission" specifications of this policy.

(Over)

## **Middletown Christian Schools Financial Policy 2014-2015**

### **NON-ADMISSION OF STUDENTS DUE TO TUITION DELINQUENCY**

School families failing to pay tuition according to the agreement which they have made with the Finance Office, or who have been unwilling to make suitable alternative arrangements with the Finance Manager, will be informed that their child/children will not be re-admitted to our school. In addition to the policy that accounts must not be more than 2 months delinquent, **all families must be current in their payment of tuition:**

**By August 15<sup>th</sup>:** If not, students may not be admitted on the first day of school.

**By January 2<sup>nd</sup>:** If not, students will not be re-admitted on the first day of class in January and will not be eligible for semester examinations.

**By June 20<sup>th</sup>:** If not, students will not receive report cards and permanent records will not be released by the school administration.

### **DELINQUENT TUITION FROM PREVIOUS YEAR(S)**

All previously unpaid tuition must be paid before enrollment is considered complete and before a student will be placed on a class list. Students with any outstanding balances will not be admitted on the first day of class for the new school year.

### **TUITION REFUNDS**

Families withdrawing students prior to the first day of school shall be refunded the entire amount of tuition that has been paid for the current school year. After the first day of school, tuition refunds shall be prorated over the number of school days that each student was in attendance according to a formula established by the Finance Office. **Registration and Curriculum fees are not refundable.**

### **FINANCIAL AID**

Middletown Christian Schools does not have an actual financial aid program. Families are encouraged to seek financial aid through various outside assistance programs.