

Middletown Christian Schools

2018-2019 FINANCIAL INFORMATION

The following is a list of school fees and charges. This is effective January 17, 2018 for 2018-19.

TESTING FEE

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

REGISTRATION FEE

Per Student, *Non-refundable and non-transferrable*; due with the application.

	Early Registration by March 16 th	Registration by April 30 th	Late Registration after April 30 th
<u>New and Returning Students</u>			
Kindergarten – Grade 12	\$100	\$150	\$200

CURRICULUM/ACTIVITY FEE

Non-refundable and paid via first FACTS payment of 18-19 or due by August 1st

GRADE	Curriculum/Activity Fee
Grades K-5	\$250
Grades 6-12	\$325

Books will be evaluated at the end of the school year. Families will incur added charges for damaged or lost books.

MONTHLY TUITION

MCS uses FACTS Tuition Management for families preferring monthly tuition payments. There is a yearly \$45.00 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 st Child	11 monthly payments	\$594	\$638	\$681
	Yearly	\$6,534	\$7,018	\$7,491
2 nd Child	11 monthly payments	\$514	\$548	\$595
	Yearly	\$5,654	\$6,028	\$6,545
3 rd Child	11 monthly payments	\$448	\$479	\$506
	Yearly	\$4,928	\$5,269	\$5,566
4 th + Child	11 monthly payments	\$191	\$191	\$191
	Yearly	\$2,101	\$2,101	\$2,101

If kindergarten or school age day care (Grades 1-5) is desired, please contact the Early Learning Center Office at 513-424-6788.

EARLY WITHDRAWAL FEE

Families will be assessed a **\$750.00 per student, withdrawal fee**. See the Tuition Refund section of this document for additional details.

Middletown Christian Schools

Financial Policy 2018-2019

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 ensure that adequate financial resources are available for the school and that enrollment is as available and affordable as possible.

FEES

- Registration Fee (per student) is due with the application and is non-refundable and non-transferrable.
- Testing fee of \$30 for new students entering grades 1-12 is due at time of testing.
- Curriculum/Activity Fee is paid via first FACTS payment of 18-19 or due by August 1st and is non-refundable.
- Kindergarten Supply Pack \$30.00 (required for all Kindergarten students)
- Life Skills: \$25.00 (required for all 7th Grade Students), \$50.00 (elective for High School students)
- Senior Graduation Pack: \$85.00 (see Senior Advisor for more information and to place your order)

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 29, 2018. After this date, full payments may be made to MCS 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. Families with Grade 12 students are required to select the 10-month FACTS plan. Payments can be set to process on either the 5th or 20th 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, Visa, or MasterCard beginning in August. Families with Grade 12 students are required to select the 10-month FACTS plan. Payments can be set to process on either the 5th or 20th of the month. A convenience fee of 2.85% will also be added for each payment.

LATE REGISTRATIONS

- Families registering after June 1st 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 1st** 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.

Middletown Christian Schools Financial Policy 2018-2019

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 1st: If not, students may not be admitted on the first day of school.

By January 3rd: If not, students will not be re-admitted on the first day of class in January.

By June 7th: 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, families will be assessed a **\$750.00 per student withdrawal fee**, in addition to payment based on the number of school days that each student was enrolled according to a formula established by the Finance Office. **Registration and Curriculum fees are not refundable and not transferrable.**

SERVICE FEE POLICY

A service fee is charged at the time of the transaction for all point-of-sale credit card/debit card/gift card transactions. There is a 3% service fee for all Curriculum Fees and Tuition Payments. Below is the fee table for all Registration Fees, Lunch Payments, Athletic Activities, School Store Purchases, After School Activities, Field Trips, etc. Please note that you will not be charged a fee for paying with cash or check. For families that are set up in FACTS for tuition or curriculum payments, **this service fee does NOT affect your FACTS account.**

Transaction Amount	Service Fee
\$0 to \$50	\$2.00
\$51 to \$500	\$4.00
\$501+	3% of transaction

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.