

Grace Chapel Lutheran School
Tuition & Fees Payment Agreement for the 2019-20 School Year

Due by February 15, 2019 for returning students.

All families have a SMART Tuition Account. **Returning families** accounts will be billed the Enrollment Fee in June and the **Book & Activity Fee in July**. Tuition Payments begin in August.

Student Names and Grades: _____

Party responsible for tuition: _____

Responsible Party Social Security Number: _____ — _____ -- _____

Email _____ Phone _____

Street _____ City _____ State _____ Zip _____

Tuition Payment Option

(please check one)

- Single Payment.** Payment is due by August 15, 2019. Full-tuition families receive a \$150 discount for K-8 and \$60 for Early School.
- Three Payments.** First payment is due by August 15, 2019. The other payments are due before the start of each corresponding trimester.
- 10 Payments.** First payment is due in August, the last in May.

Financial Aid

Returning students entering 1st-8th must apply for financial aid by April 1, 2019.

Enrollment Fee

The enrollment fee for returning students is billed in June through SMART. The enrollment fee for new students is paid to the school office. The registration fee is **NON-REFUNDABLE** upon the school's acceptance of registration. Exceptions are made for families moving out of the area. A *written request for a refund* must be submitted to the school office.

Tuition

The party responsible for tuition is obligated to **pay 10%** of the tuition of any student registered above and accepted by the school but **withdrawn after July 1** and before the start of school. A written notice of withdrawal should be submitted to the school office.

Students with outstanding tuition will not be allowed to attend class until 50% of past due tuition is paid. All tuition and fees are to be paid before report cards or transcripts can be issued as well as before a child can re-enroll for a new school year.

By executing this document, the party responsible for tuition is contractually obligated for all tuition and costs in connection with the enrollment of the above named child (ren).

Signature _____ Date _____