



St. Ignatius Catholic School

Holy Apostles

6300 N. Meridian Road, Meridian, Idaho 83646

www.stignatiusmeridian.net

208.888.4759

DELINQUENT TUITION POLICY STATEMENT

In order for St. Ignatius Catholic School to comply with its mission, it is vital that our families maintain their financial tuition commitment in support of our education program.

Thank you for your cooperation and support.

TUITION COLLECTION PROCEDURES:

Accounts that are **15-days delinquent** will be contacted by the Business Office requesting immediate payment.

Once an account falls **30-days delinquent**, the Business Office will provide written notification. An alternative plan for payment must be submitted, supported by a written statement outlining any extenuating financial circumstances resulting in the delinquency. This alternative plan and written statement must be submitted to the Business Office within 10 business days of the notification.

Accounts that are **90-days delinquent** will be turned over to a collection agency if an alternative plan for payment has not been submitted, supported by a written statement outlining any extenuating financial circumstances resulting in the delinquency.

A late payment fee of \$15 per month will apply to **all** past due accounts.

Individuals to contact regarding collection proceedings on your account are:

St. Ignatius Catholic School Business Manager

St. Ignatius Catholic School Principal

Pastor of Holy Apostles Catholic Church

REGISTRATION & TRANSFER OF RECORDS POLICY FOR DELINQUENT TUITION

If a family account is in arrears by more than 30 day at the end of the school year, their student(s) will not be readmitted to St. Ignatius Catholic School the following year, and their student(s) records will not be released or transferred to a new school until their account is cleared or the necessary financial arrangements have been made to clear the account.

Effective Date: June 15, 2017