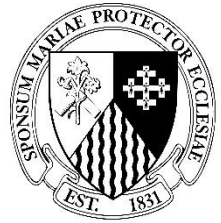


St. Joseph Parish School Tuition Policy Agreement



Please Complete and Return by March 15.

1. I agree that all payments owed under this Agreement will be paid by the due date corresponding to the payment method(s) selected above. I understand and agree that, regardless of what payment option is selected, I am personally responsible for the payments and for ensuring that the tuition and fees are paid in full. Should I be late in making any payment, I understand that the following process will be followed:
 - a. I, and the other parents/guardians (if they are not me), will be notified of any payment not received.
 - b. A \$ 30 late fee will be assessed.
 - c. I will be given 30 calendar days to bring the account to current status or meet with school administration to have an adjusted payment agreement approved (not a guarantee and must be in writing and signed by the parish pastor or school president).
 - d. If, within 30 calendar days, the account is not brought to current status, and an adjusted payment agreement is not agreed upon and approved by school administration, the student enrollment will cease at the end of the current quarter, and the school may immediately take any action available and consistent with applicable law in order to collect unpaid tuition owed by me/us including but not limited to limiting access to field trips and extra-curricular activities, withholding academic transcripts, referral to a collection agency, and/or the institution of a civil lawsuit to recover the unpaid balance.
2. For students new to St. Joseph Parish Elementary School (grades K-8), a one time, non-refundable fee of \$100 is due at the time of registration.
3. For students entering 3-year-old preschool, 4-year-old preschool, or pre-kindergarten; a \$50 non-refundable registration fee is due each year that student is enrolled at the St. Joseph Parish School Early Childhood Learning Center.
4. Any family with an unpaid Tuition and/or Fees balance for the current School Year will not be allowed to register for the following School Year and School records, diplomas or transcripts will not be released until the current year's Tuition and fees are paid, unless special arrangements have been made in writing and signed by Parish pastor or School president.
5. Acceptance to St. Joseph Parish School is contingent upon all previous tuition and fee obligations being paid in full. Registration does not guarantee acceptance.
6. Prepaid Tuition will only be refunded in full if written notice of cancellation is received by the School before the first day that classes for the School year are scheduled to start. The Re-enrollment Fee, Registration Fee, and Technology Fee are non-refundable.
7. Once the School year begins, Tuition refunds are made on a quarterly basis. Should a Student attend School during any portion of a quarter (one day or more), the full tuition amount for that quarter is owed and no portion of that quarter's tuition will be refunded.
8. The Student(s) and Student's parents/guardians agree that they and their child(ren)/ward(s) will abide by the policies and guidelines as stated in the School handbook.
9. Returned checks: If two checks are returned for insufficient funds, the school will no longer accept personal checks and you will be required to pay in cash, with a certified check from a local bank, or through an approved electronic payment provider (such as FACTS) at the school's discretion.

10. I understand that the School will not reserve a place for my child(ren) for the upcoming school year until after I have returned a completed and signed Tuition Policy and Agreement Form, plus the re-enrollment, registration and technology fees, and an account and agreement has been created in the online FACTS tuition management system for a one-time annual payment or monthly tuition payments. I further understand that my child's/children's eligibility for enrollment is conditioned upon (1) his/her/ successful completion of the current School Year; (2) full payment of all Tuition and fees owed for the current and/or prior School Years; and (3) acceptance by the school. I understand that the School reserves the right to deny admission or enrollment for any lawful reason.

By signing below, I agree that I have read and understand all terms and conditions contained in this agreement, and I agree to be personally bound by those terms and conditions.

Parent/Guardian 1 Date

Parent/Guardian 2 Date

Print Name

Print Name

Telephone

Telephone

Email Address

Email Address

Mailing Address

Mailing Address

City, State, Zip

City, State, Zip

Please Complete and Return by March 15

For Office Use Only Accepted by: _____ Date: _____