



St. Cletus School 2016-2017 Tuition Agreement

The St. Cletus School (“the School”) tuition and fee rates are determined in accordance with the number of students enrolled per family. FACTS Management Company is the School’s tuition and incidental billing payment manager. School families are assigned a FACTS Management Tuition Account (“Payment Plan”) and an Incidental Expenses Account for extended care, milk charges, and other fees. All payments shall be transmitted through the families’ FACTS Management accounts via automatic bank withdrawal (ACH), on-line payment, or credit card transactions.

Our family understands that initial and continued student enrollment are contingent upon the timely, complete payments of all monthly tuition/fees rates as scheduled by the School through its monthly payment plan. The tuition and fees payment schedule may also comprise one or multiple installments pre-approved by the School, with a final total balance payment no later than April 20, 2017.

Families participating in the School’s monthly payment plan shall make their first payment in July 2016. The remaining payments shall be made monthly from August 2016 until April 2017. All tuition and fees for the 2016-2017 school year must be paid in full by April 20, 2017. All fees, including but not limited to, books/supplies, Archdiocesan, Family School Association, Athletic Association, technology fees, and one-to-one user fees for students in grades 6 and 7 are non-refundable.

St. Cletus School’s financial *Exclusion Policy*: the School reserves the right to deny continued enrollment to any family who does not fully meet their financial responsibilities to the School.

- a. Tuition balances will be reviewed monthly. Families with outstanding balances will be provided written notice of delinquency, with a balance payment deadline scheduled by the School.
- b. At the School’s discretion, students whose families have balances due after the deadline will be excluded from school attendance until all financial obligations are met.
- c. The School also reserves the right to withhold transfer of records, report cards, diplomas, and/or access privileges to student information databases from any family who does not fully meet their financial responsibilities to the School.
- d. The School also reserves the right to deny participation in school-sponsored activities to any student whose family does not fully meet their financial responsibilities to the School.

Registration for 2016-17 is not confirmed until all financial obligations for the previous school year (2015-16) are met.

I have read and agree to the above Tuition Agreement. I agree to pay my tuition through the School’s tuition management company, FACTS Management, and abide by its policies. I also understand that all fees referenced above are non-refundable.

Student(s)’ Name(s) _____, _____, _____, _____

Parent Signature

Print First and Last Name

Date

