

**ASCENSION CHRISTIAN SCHOOL  
TUITION/FEE SCHEDULE  
2018-2019**

**Registration**

Registration and Senior Graduation Fee are non-refundable or transferable & due at time of registration.

Registration Periods	Fee
Early Registration (K4 - 12th Grade Returning Students Only) – January 8-19, 2018	\$400.00
K4 through 12th Grade Open Registration Fees - Beginning January 22, 2018	\$500.00
12 <sup>th</sup> Grade Graduation Fee (paid at time of registration)	\$125.00

**Tuition/Fee Schedule**

Activities Fee is non-refundable or transferable & can be paid with Tuition.

Grade Level	Activities Fee	1st Student Tuition	2nd Student Tuition	3rd Student Tuition
K4 and 6th	\$400.00	\$5300.00	\$5100.00	\$4900.00
7th – 12th Grade	\$400.00	\$5700.00	\$5500.00	\$5300.00

Additional Fees: Student participation in specific clubs or teams may require additional fees. Fees are assessed for groups including, but not limited to: Athletics, Beta Club, College Dual Enrollment. All required club or team fees will be communicated to parents and charged to the student's RenWeb account. Fees are non-refundable or transferable.

**Discounts and Credits (Non – Staff Discounts)**

Early Pay Discount (Tuition paid in Full by March 16, 2018) - Per Family Discount	\$500.00
Multi-child Discounts	See table above

**Cafeteria Fees**

\*Cafeteria fees are non-refundable or transferable.

\*Cafeteria fees can be paid in two equal payments (1/2 due by July 31, 2018 and November 30, 2018)

Grade Level	Fee
K4 through 6th Grade	\$650.00
7th Grade through 12th Grade	\$775.00

**PAYMENT OPTIONS:** (Tuition, Fee and Cafeteria Payment Methods to be finalized no later than July 31<sup>st</sup> each year)

- (1) **Monthly Bank Drafts:** Balances due can be paid in 9 monthly installments through monthly bank drafts beginning March 15<sup>th</sup> (\$25/month processing fee would be added to the monthly payment). Final draft payment would be November 15<sup>th</sup>. If the draft is set up after March 1<sup>st</sup>, a one (1) time payment is required to bring the payment plan current at the time of enrollment date to participate in the draft option.
- (2) **Check or Money Order:** Balances due can be paid by check or money order. Final payment is due by July 31<sup>st</sup>.
- (3) **Credit Card:** Balances due can be paid in full via credit card. Individuals seeking this option can contact the Finance Office. Final payment is due by July 31<sup>st</sup>. Please note that there will be a 3% processing fee added to credit card payments.

**DELINQUENT ACCOUNT/WITHDRAWAL POLICY:**

The School Administration and Finance Office will review delinquent accounts. Administration reserves the right to assess a late fee, require pre-paid tuition, refuse attendance and/or turn over all outstanding debts to an outside collection agency. All student report cards and records remain the property of the school until all obligations are satisfied.

**NSF CHECKS/DRAFTS:**

There will be a \$35.00 assessment for all checks/drafts that are returned to the school because of insufficient funds in the bank. All student report cards and records remain the property of the school until all obligations are satisfied.

**ASCENSION CHRISTIAN SCHOOL: REFUND POLICY**

Required fees (Registration, Technology, Facilities and Graduation) are non-refundable and non-transferable.

**Tuition Fees/Cafeteria Fees**

1. Tuition, fees and cafeteria meal plans must be paid in full by July 31<sup>st</sup> each year unless monthly draft agreements have been finalized.
2. When a student is dismissed or withdrawn for academic or disciplinary reasons from Ascension Christian School, tuition, fees and cafeteria meal plans are non-refundable and non-transferable
3. Tuition and cafeteria fees are non-refundable and non-transferable when the parents make a unilateral decision to withdraw the child, and the extenuating circumstances under paragraph 4 are not applicable.
4. Tuition and cafeteria fees **MAY** be refundable by written request in accordance with the Refund Table when:
  - a. The relocation of a family is due to change of job status which results in a move outside of the 30-mile radius of Ascension Christian School. Written verification that the relocation is job-related must be submitted on company stationery and signed by the parent’s immediate supervisor.
  - b. In spite of the good faith effort by both faculty and student, Ascension Christian School decides that the student must be asked to leave because the school is unable to help the student achieve a minimal level of educational success at this stage of the student’s formal education.
  - c. The relocation of a student is due to a change of custody which results in a move outside of the 30-mile radius of Ascension Christian School. Legal documentation must be presented as evidence of custody change as well as documentation of enrollment into a new school.
  - d. A case of financial hardship (i.e. sickness, death of an immediate family member, loss of job) is demonstrated. This will be approved by the finance office.
  - e. In the case that a refund is granted, any refund amount is subject to a 6 to 8 week processing time.

ANY AND ALL REFUNDS APPROVED BY ADMINISTRATION AND HEAD OF FINANCE OFFICE MUST BE SO APPROVED ACCORDING TO THE FOLLOWING TABLE:

Refund Schedule	Percentage
Dates prior to the 1st day of Classes	90%
1st day of Classes through September 30th	45%
October 1st through December 31st	25%
January 1st through March 31st	10%
April 1st or Later	0%

**\*\*NO REFUNDS WILL BE MADE AFTER APRIL 1st**

I understand that I am entering into a financial agreement with Ascension Christian School and the tuition/fees listed in this document are payable in full regardless of whether or not my student(s) choose to complete their academic year at this institution. By signing this form, I understand and agree to abide by all financial/refund policies.

**ACTIONS FOR DELINQUENT OR UNPAID ACCOUNTS**

The Financial Agreement is between the Parent and Ascension Christian School. The school promises to provide to the student a Christian educational. Parent(s) promise to fulfill the agreed upon registration. The administration has been authorized to take the following action(s) should the Parent’s promise to fulfill the payment plan be broken:

- a. Deny instruction and attendance to a student.
- b. Refuse to allow the student to participate in school activities.
- c. Refuse to allow the student to participate in graduation ceremonies.
- d. Refuse to re-enroll the student for the next school term.
- e. Other fees resulting from non-payment or late payment may apply.
- f. Withhold student records until balance is paid in full.

Full responsibility for all obligations, including but not limited to financial, is accepted at the time of re-enrollment. Once student is enrolled at Ascension Christian, this constitutes a binding contract and is payable in full regardless of whether or not my student chooses to complete their academic year at this institution.