**Grace Chapel Lutheran School**

**Tuition & Fees Payment Agreement for the 2020-21 School Year**

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:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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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 20, 2020. Full-tuition families receive a $150 discount for K-8 and $60 for Early School.
* **Three Payments.** First payment is due by August 20, 2020. The other payments are due before the start of each corresponding trimester.
* **10 Payments**. First payment is due August 20, the last on May 20.

**Financial Aid**

Returning students entering 1st-8th must apply for financial aid by April 1, 2020.

**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for tuition is obligated to **pay 10%** of the tuition of any student registered above and accepted by the school but **withdrawn after July 1** and before the start of school.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 \_\_\_\_\_\_\_\_\_\_\_