

# Kent Island Christian School

## Financial Policies

### REGISTRATION FEE

There will be a registration fee of \$75 (non-refundable) per family. If you are an existing family the registration fee is \$50 (non-refundable) per family. If you are an existing family and enrolling a new child you will be charged the registration fee of \$75 (non-refundable) per family.

### ENROLLMENT LATE FEE

Due to ordering of student text books a \$50 late fee will be charged if registration takes place after August 3<sup>rd</sup>.

### DEPOSIT

There will be a deposit of \$350 required by June 1<sup>st</sup> for each applicant. If your child is accepted into the school, the amount of \$350 will be credited to the cost of tuition. If Kent Island Christian School does not accept your child the \$350 will be refunded. If you choose not to proceed with enrollment after deposit is made a refund will only be granted until August 3<sup>rd</sup>.

### TUITION

Tuition for the 2009-2010 school year will be \$4,300 per child for all grades.

For families registering more than one child, a 10% discount will apply for a second child, 15% for a third child and 20% for a fourth child.

### PAYMENT PLAN OPTIONS FOR TUITION & FEES

Registration fees are to be paid at the time your child has been accepted at KICS. This fee is on a per family basis and is non-refundable.

Billing record sheet will be issued and are expected to be used so accurate record keeping may be maintained.

The Administration reserves the right to adapt an individual payment plan, as it deems necessary. Parents should communicate any unforeseen needs to the Business Manager at the earliest possible time.

Tuition & Fees payment options:

- **#1 option:** Tuition and fees paid in full on August 1.
- **#2 option:** Ten payments due on or before the first of each month, (August 1<sup>st</sup> -May 1<sup>st</sup>). **The first two payments are non-refundable.**

### LATE PAYMENTS & RETURNED CHECKS

Payment of tuition is due the first day of the month. If payment is not received by the tenth of the month, the account is charged a \$25 late fee.

Returned checks - In the event a check is returned to the school from the bank, we will notify you and ask to pay a \$25 returned check fee. The repayment of the returned check must be in the form of cash, cashier check or money order. In the event that the school receives several returned checks, the administration reserves the right to ask that future payments be made in cash.

Report Cards will be held if tuition account is not current.

### WITHDRAWALS

In the event it becomes necessary to withdraw a student from the school during the school year, please notify the principal, registrar and business manager in writing. Tuition payment for the month of withdrawal is due; however, any payments made in advance of the month of withdrawal will be returned to you. Permanent records will not be forwarded to another school until all financial requirements have been met.

*Do not store up for yourselves treasures on earth, where moth and rust destroy, and where thieves break in and steal. But store up for yourselves treasures in heaven, where moth and rust do not destroy, and where thieves do not break in and steal. For where your treasure is, there your heart will be also. Matthew 6:19-21*