



St. Vincent de Paul Regional School

Faith-filled † Family Centered † Future Leaders Serving Others

TUITION AGREEMENT 2022-2023

STUDENT INFORMATION:

_____ CHILD'S NAME	_____ GRADE	_____ DATE OF BIRTH
_____ CHILD'S NAME	_____ GRADE	_____ DATE OF BIRTH
_____ CHILD'S NAME	_____ GRADE	_____ DATE OF BIRTH

GUARDIAN INFORMATION:

_____ PARENT/GUARDIAN 1 NAME	_____ ADDRESS	_____ PHONE
_____ PARENT/GUARDIAN 2 NAME	_____ ADDRESS	_____ PHONE

PARISH INFORMATION:

_____ PARISH NAME	_____ SCHOOL DISTRICT
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TUITION POLICY

At St. Vincent de Paul Regional School, we believe that your tuition payments are an investment in your child's education and the formation of their religious foundation. Therefore, the School Board accepts responsibility for recommending to the Pastor and the School Administration policies concerning payment and collection of tuition and in general the tuition policy. Furthermore, it is the responsibility of the Board and the Administration to ensure that adequate financial resources are available for the school to ensure that it continues its mission.

Our school is a non-profit, faith-based, educational institution that depends on timely tuition payments to maintain the high standard of academics and moral development provided to your child. It is, therefore, imperative that we receive payment of all fees and tuition in accordance with this policy and that it is understood that the payment of all fees is the responsibility of parents/guardians. At the administration's discretion, any student that is delinquent in payments of any type may not receive report cards, or transcripts, nor may they be promoted or permitted to graduate from St. Vincent de Paul Regional School.

609.625.1565
609.625.4703 (Fax)

5809 Main Street
Mays Landing, NJ 08330

info@svdprs.com
www.svdprs.com

TERMS OF AGREEMENT

Late Registrations

- Tuition is prorated for students who register after the first day of school.

Late Payments

- Please alert the school administration **immediately** in the event any changes need to be made to your tuition payment plan to avoid a \$25.00 late payment fee.

Tuition Assistance

- Tuition Assistance is available. Application must be made through FACTS Management. This is a separate process from registering to pay your tuition. Once applications are received and reviewed by the school administration, you will be notified by letter of your tuition assistance award. Recommendations come from FACTS and will be carefully considered by the school administration.
- In the unfortunate event you are anticipating economic difficulties, for the sake of your family's security, peace of mind, and the general financial stability of our school, we encourage parents /guardians to contact the Principal as soon as possible.

Delinquent Tuition

- There is no carry-over from previous year's tuition. All tuition must be paid in full before the start of a new school year. There is no admittance to school until all fees are paid.

Refunds

- Any family that desires to withdraw their student(s) must notify the school in writing of their intentions as soon as possible. If you withdraw your student(s) prior to the first day of school, and have paid the entire year in advance, you will be refunded the entire amount. After the first day of school, tuition is not refunded for the month that they withdraw no matter how many days they attended school.
- To cancel your FACTS account, you are required to contact the St. Vincent de Paul Parish Office at 609-625-2124.

Payment of Fees

- Registration fees are paid directly to the school at the time of registration and are non-refundable.
- The purpose of the registration fee is to secure a position for your student(s) in our school. No student can begin the school year if registration and fees are not paid in full.

Payment of Tuition

- Tuition payments begin in August and end in May.
- The Diocese of Camden has contracted with the FACTS Tuition Management Program to collect tuition. All families must register with FACTS. A \$44.00 setup fee is due at the time you complete the online registration. Those choosing the full payment option will forgo the \$44 setup fee.

Payment Choices – Please check payment option below:

- Full payment (1) is when the entire amount of tuition is paid by August 15th of each school year.
- Ten (10) monthly payments will be automatically withdrawn through credit card or ACH withdrawal beginning in August. If you register after August, the payments will be pro-rated, since the billing cycle ends in May. All tuition payments must be fulfilled by May 31th of each school year. There is no grace period with FACTS.
- Quarterly Payments by the 15th of the month in August, November, February, and May.

Payments may be made at any time using a debit or credit card with any plan by contacting FACTS. (American Express, Discover Card, Master Card, or Visa. Please note, you will be charged a fee of 2.85% of the credit card transaction.)

Please check the payment plan of your choice:

- _____ Plan A: One payment due August 15th (no FACTS enrollment fee)
- _____ Plan S: Two equal payments due August 15th and January 15th (\$10 FACTS enrollment fee)
- _____ Plan Q: Four equal payments due the 15th of August, November, February and May (\$44 FACTS enrollment fee)
- _____ Plan M: Ten equal payments due August through May by either the 5th or the 20th (you choose) (\$44 FACTS enrollment fee)

FACTS has an optional *Peace of Mind insurance policy* available for \$20.00 per year, per family, in the event of death of the responsible party or spouse. This policy would cover the remaining tuition balance owed for the current school year and is paid directly to the school.

By signing below, you agree to the tuition payments and policies outlined above.

PARENT / GUARDIAN SIGNATURE

DATE

PARENT / GUARDIAN SIGNATURE

DATE

If tuition will be paid by someone other than parent/guardian, please indicate their name, mailing address, email address, and phone number, and relationship to student below:

Name _____

Address _____

City, State, Zip _____

Email Address _____ Phone _____

Relationship to Student _____