

Financial Agreement Form 2012-2013

Lansing Catholic High School

Please complete both sides of this Financial Agreement Form. Tuition payment plans will be based on the information provided. Payment plans will be mailed by June 30, 2012.

1. Registration Fee: _____ \$100 per student if received by April 6, 2012
_____ \$150 after April 6, 2012 Check # _____ Amount _____
_____ \$175 after June 1, 2012

This **non-refundable** fee must accompany this form and be received before the registration is processed.

2. Tuition Payment Options: (please check one):

- Payment in full by July 15, 2012
- Semester payments, due July 15, 2012 and January 15, 2013
- Monthly payments, due July 15, 2012 through May 15, 2013
(one time \$50 payment fee is included in this plan)

Please process my payments through EFT. I have attached a voided check showing my account number.

Signature: _____

3. Student Activity Fee: In addition to tuition, a Student Activity Fee of \$200 will be charged for each student. Please check one payment option.

- Check enclosed for payment in full (\$200 per student) Check # _____ Amount \$ _____
- Please roll this fee into my tuition payment plan.

Payments: Payments may be made by cash, check, money order or electronic funds transfer (EFT). Payments are due by the 15th of the month. Payments not received in the school office by the 20th of the month will incur a \$15 late fee. **Returned Check Fee:** Checks returned by the bank for any reason will incur a \$35 returned check fee. This fee will be added to your tuition account.

Delinquency: Any tuition payment not received by the payment due date (or within the five day grace period) shall be considered delinquent. Parents will be notified in writing that their account has become delinquent and that they must respond or make payment within (5) days. Failure to respond to the delinquency notice may result in the student's suspension from school. Upon receiving the notice of suspension, parents will have the following options: (a) pay the delinquent tuition, (b) submit, in writing for approval, an alternative payment plan, or (c) request financial assistance in writing. The student may remain in attendance while the request is under review. Student exam waivers, report cards and student records may be withheld for non-payment of tuition. All accounts must be paid in full by May 15, 2013. No student may begin a new school year unless the previous year's account is paid in full.

Withdrawal: After tuition payments begin July 15, 2012, the tuition rate for any student who withdraws will revert to a daily rate and the tuition due will be pro-rated for the actual number of days enrolled. In addition, the family will be assessed a withdrawal fee equal to one monthly tuition payment.

4. Please sign: I have read, understand, and agree to abide by the tuition payment policies stated above.

Parent Signature/Date

Parent Signature/Date

To be completed by parents/guardians:
(person responsible for tuition payments)

List ALL students who will attend Lansing Catholic in 2012/2013

Name(s) please print

Name Grade _____
2012/13

Address

Name Grade _____
2012/13

City State Zip

Name Grade _____
2012/13

Phone: Home Work Cell

Please call the Tuition Office (267-2107) if you have questions regarding your tuition obligation.