

Ascension School
TUITION AND FEES - COLLECTION
Policy No. 2010-10-04.001

- 1) Each year the School Board approves a written Tuition and Fee Schedule that sets forth the tuition, fees and mandatory fund-raising obligations for the following school year. Mandatory fund-raising is considered a fee for purposes of this policy.
- 2) In order to register a student, a family must sign a registration contract agreeing to pay, in a timely manner, all amounts due under the Tuition and Fee Schedule.
- 3) Families that pay full tuition in advance may receive a discount as set forth in the Tuition and Fee Schedule.
- 4) Tuition is billed in 11 monthly installments at the beginning of each month starting in July.
- 5) Tuition and fees must be paid in full by the 15th of the month in which they are billed. For instance, tuition and fees billed on January 1st must be paid in full by January 15th.
- 6) If a family fails to pay its monthly installment of tuition and fees on time, that family will be charged a late fee as stated in the Tuition and Fee Schedule and may be contacted by Ascension School and/or the Parish Business Manager to request payment.
- 7) If a family fails to pay its monthly installment of tuition and fees by the 15th of the month after the month in which they are billed, that family is considered two months behind for purposes of this policy. For instance, if tuition and fees billed on January 1st remain unpaid on February 16th, that family is considered two months behind.
- 8) If a family falls two months behind, then that family must immediately contact the Parish Business Manager to make arrangements for bringing its account current. Those arrangements must be satisfactory to the Parish Business Manager.
- 9) If a family falls two months behind and fails to make the necessary arrangements for bringing its account current, as described in Paragraph 8, then the student(s) from that family may be excluded from any or all extracurricular activities, including sports and clubs.
- 10) If a family is two or more months behind on its tuition and fees at the end of a quarter and fails to make the necessary arrangements for bringing its account current, as described in Paragraph 8, then the student(s) from that family may be excluded from class after that quarter.
- 11) If a family is not current on its financial obligations to Ascension School, as defined in the Tuition and Fee Schedule and/or a written arrangement with the Parish Business Manager, as described in Paragraph 8, that family will not be allowed to register for the following year.
- 12) Any payment to Ascension School that does not clear for any reason will result on a non-sufficient funds charge as set forth in the Tuition and Fee Schedule.