

Cheswick Christian Academy

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POLICY ON TUITION AND FEES

Dear Parents:

Cheswick Christian Academy was established in 1978. Since that time, our school has undergone many changes. Our mission, however, has remained the same: We seek to train a generation of children to live for Christ. We trust that you share this vision, and we invite your active participation in the work to which the Lord Jesus has called us. Cheswick Christian Academy does not discriminate in its admission policies, nor in any of its policies on the basis of sex, race, color, national origin or political beliefs. This institution is an equal opportunity provider.

This letter discusses the cost of attendance at Cheswick Christian. Over the years, that cost has remained at a very reasonable level. As you consider the price of education at our school, we encourage you to weigh the benefits of Christ-centered education.

Please read this Policy carefully. Your signature on the Family Contact Information & Policy Card, required annually (Sept.) or at mid-year enrollment, is legally binding that you have read and understood our Policy on Tuition and Fees in its entirety.

Parents need to keep in mind that there are two distinct charges for attendance at the Academy. One is the annual enrollment fee; the other is annual tuition.

I. ENROLLMENT FEE

“Enrollment” includes the enrollment of new students and the enrollment of continuing students. This annual fee pays for administrative enrollment expenses, textbooks and other consumable materials. It is not refundable under any circumstance.

2017-18 ENROLLMENT FEE (no increase for 2017-18)

\$ 100.00 for the first K-12 child **\$ 25.00** for each additional K-12 child

For current CCA students who are enrolling for the upcoming school year, enrollment fees are due by May 15th. Enrollment fees received after May 15th for current students must include a \$25.00 late fee to be considered paid in full. After June 30th, the late fee is raised to \$50.00. This paragraph does not apply to new enrollments.

II. TUITION

2017-18 TUITION FOR ALL GRADES (slight increase for 2017-18)

\$ 3,600.00 / year for one child (K-12)	or	\$ 300.00 / month for 12 months (August through July)
\$ 5,400.00 / year for two children (K-12)	or	\$ 450.00 / month for 12 months (August through July)
\$ 6,300.00 / year for three children (K-12)	or	\$ 525.00 / month for 12 months (August through July)
\$ 6,750.00 / year for four children (K-12)	or	\$ 562.50 / month for 12 months (August through July)
\$ 450.00 / year for each additional child (K-12)		

\$ 3,600.00 / year for one child who is a graduating senior **and** is the only child enrolled at CCA from family; however, payment is to be made over 10 months instead of 12 or **\$ 360.00 / month** for **10 months** (August through May)

Tuition is charged by the academic year, not by the month. However, in order to make payments easier for parents, the Academy does not require that the total academic year tuition be paid within that academic year (approximately nine months). Rather, the Academy accepts monthly payments over a twelve-month period from August (1st of 12) through July (12th of 12). By spreading the payments over twelve months, the monthly amounts are lowered.

Under this system, payment for K-12 students begins in August (1st payment) and ends in the following July (12th payment). This means that payments made in June and July are made for the previous academic year just completed. Exceptions: Tuition payments for graduating seniors with no other siblings enrolled in the Academy must be paid over a 10-month period (Aug. – May) instead of 12-month since the Academy requires full payment prior to graduation.

All tuition payments are due on the 20th of each month. If a payment is not received by the Academy by midnight of the last day of the month (the end of the grace period), a \$20.00 late fee will be assessed. Postmarks are not considered. There is a mail slot in the front door of the high school where payments may be submitted. Once two late fees have been assessed or payment has been late two times, the Academy reserves the right to REQUIRE immediate payment for enrollment to continue.

The August (1st of 12) tuition payment must be received before child(ren) may attend the first day of school. **Students are not considered enrolled and will not be permitted to begin the school year until the first tuition payment and enrollment fee have been received.**

Before end-of-the-school-year report cards will be released, tuition must be received and processed through the June (11th of 12) payment.

Tuition must be paid in full before records will be released for transfer to a new school or college. For a summer transition (after one school year ends and before the new one begins), the final payment (12th of 12) due July 20th must be received and processed before records will be released. A cash payment will move the process along more quickly.

Presently, there is a \$12 bank charge issued on any NSF check by our bank.

Please do not include misc. other school payments (i.e. lunch, field trips, etc.) with tuition/enrollment fee payments.

Each family will receive a tuition payment booklet. The family's name and monthly tuition amount appear on each payment coupon. Each coupon is to be submitted with the corresponding monthly payment.

III. MISCELLANEOUS

- A. Students may not be allowed to participate in school-sponsored activities (trips, sports, etc.) if that student's family is delinquent regarding any amount of money, for any reason, for any child, for the current or any previous year.
- B. The Academy will not release report cards, transcripts, diplomas, or any other academic record for a student if that student's family is delinquent regarding any amount of money, for any reason, for the current or any previous year. Likewise, no such student will be permitted to participate in a graduation ceremony. Once payment obligations are fulfilled, it is the parent's responsibility to request report cards, etc.
- C. Delinquencies in payment of tuition or fees may result in suspension or expulsion of students. Likewise, re-enrollment may be denied due to delinquencies.
- D. There will be no discounts given for prepayment of tuition or any minimal school day cancellations that may occur.
- E. Prospective applicants owing tuition to a previously attended school may not be accepted for enrollment.

By and large, CCA families pay their tuition and fees in a timely manner. This allows us to spend more of our energy providing Christian education and less of our energy pursuing delinquent accounts. We understand that there are sometimes difficulties in paying bills and we encourage you to communicate with us before, rather than after, a problem arises in meeting your payment obligation.

This statement of tuition and fees provides general guidelines for Cheswick Christian Academy, its students, and their families. It is not intended to be an exhaustive list of the Academy's rights with regard to tuition and fees. The Academy retains full discretion regarding the assessment, collection, and all other aspects of tuition and fees.

Sincerely in Christ,
Jodd Rosio, Principal