

## Tuition, service hours and Fees information

2018-2019

- All payments, fees, and purchases coming through the office or classroom are made with Cash or Money order only
- Tuition is paid through FACTS with monthly payments directly transferred from a savings account, checking account, or credit card. You begin the process by signing up through the icon on our school website. Credit Card has an additional service charge. FACTS will charge a fee when you sign up.
- Any Ed Choice student whose family is not determined low income by Ed Choice will need to pay the \$1150 per student tuition balance that is not covered by the scholarship. You should sign up for FACTS to pay this tuition.
- Ed Choice Checks are received during the school year, each needs to be signed by the parent/guardian. If a check is not signed and the state voids the check, it is the responsibility of the parent/guardian to pay that amount to the school.
- All Families are required to complete 30 service hours or pay them at \$15 per hour, totaling \$450 for the year. PCG and BCI Fingerprints are required to do service hours at the school building.
- Textbooks and educational materials are provided by the school, if any damage or loss of these items occurs, the family is responsible for the cost of replacement. This includes books, furniture, computer and other equipment, and any other school property.
- Library fines if any are the responsibility of the family
- Pre School and Latchkey fees are a part of your family account. Latchkey payments are made directly to the director in Cash or money order each month. Pre School fees are managed by the preschool director.
- PGC is a free class you go to [www.virtus.org](http://www.virtus.org) and sign up for a class. Certificate is sent directly to the Diocese of Columbus at 197 E. Gay Street Columbus Oh 43215
- BCI fingerprints have a fee depending on where you go. The fee is the responsibility of the parent/guardian. The fingerprints are sent directly to the Diocese of Columbus at 197 E. Gay Street Columbus, Oh 43215. Please inform the office to expect your fingerprints and PGC from the diocese.
- Places to get fingerprints include: Alum Creek BMV, St. Charles (Call to make an appointment), Fast Fingerprints, City Gate.

In signing, you state that you understand the above guidelines for payments, tuition, and service hours. You agree to these guidelines and understand that if your family account is not kept current/paid up it could result in being asked to withdrawal from the school or not able to re-register for the next school year.

Parent/Guardian Signature \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_ Child's Name \_\_\_\_\_