



ST. THOMAS MORE CATHOLIC SCHOOL

Building Futures Together through Faith & Academic Excellence

Office Use: Preschool Siblings

FD HD 5 3
FD HD 5 3

Please Print in Black Ink Only.

K-8 Tuition Contract 2024-2025

Table with 4 columns: K-8 Student's Last Name, First Name, 2024-2025 Grade, Office Use. Rows 1-5.

Table with 2 columns: Parent/ Guardian Last Name, First Name. Rows 1-2.

This Tuition Contract ("Contract") supersedes and replaces all previous contracts, agreements, or representations. Upon enrolling the above-named student(s) in St. Thomas More Catholic School for the 2024-2025 school year, we agree to the following terms, conditions, and policies...

ALL FAMILIES MUST ENROLL IN "FACTS" FOR TUITION & FEE MANAGEMENT.

Family Affiliation Status- Tuition rates differ depending upon your family's affiliation status. Affiliation must be verified with the Catholic Parishioner Form. If unverified, the tuition rate will be changed to NON (non-Catholic or unverified). Please mark your affiliation status:

- IN (in-parish): Verified parishioners at St. Thomas More (STM Envelope # _____)
OUT (out-of-parish): Verified parishioner of another Catholic parish
NON (non-Catholic): non-Catholic or unverified

K-8 Tuition Rates- The chart to the right shows the tuition rate per student and the multiple student discounts, based on a single payment plan.

Tuition Calculation & Multiple Student Discount- If you have multiple students, you can see your total combined tuition cost for all of them by using the tuition calculation tables on the reference worksheet pages. The maximum combined tuition for all students, Preschool & K-8, per family is: IN- \$29,800, OUT- \$31,050, NON- \$36,050. The total tuition (before financial aid) for all students (Preschool and K-8) for this family is: \$ _____.

Do you have students in Preschool & K-8? Each full-time preschooler counts in the multiple child tuition rate. 1 Full-time = one 5-full-day student or two 3-day students (either half or full-day). Preschool tuition rates per student are as follows: 3 Half-Days= \$4,590, 3 Full-Days= \$6,045, 5 Full-Days= \$8,385.

Enrollment Fees & Service Hours- Enrollment fees for K-8 include a registration fee of \$250 per student (\$1,000 max per family), a K-8 technology fee of \$100 per student, and a \$50 Home & School fee per family. Total enrollment fees for all students (Preschool and K-8) is: \$ _____ (found on the reference worksheet).

Payment Schedule:

One Payment (June 1) Two Payments (June 1 & December 1) Monthly Payments (June 1 - March 1)

Office Use: CPF Verified
 IN OUT
Staff Name & Initials _____

K-8 Tuition Rates for 2024-2025 (1 Payment, June 1st)
Table with 4 columns: K-8 Students, IN, OUT, NON. Rows 1st to 6th.

Office Use: FACTS ___ CHK# ___
Preschool Tuition \$ _____
Preschool Fees \$ _____
K-8 Tuition \$ _____
K-8 Fees \$ _____
H&S Fee \$50/Family
 FTSE No Tax / FTE Tax
Adjusted Tuition: \$ _____

1 All tuition rates on this page are for single payment. Payment schedule service fees are presented on the next page for two or monthly payments.
2 These are the maximum for one full payment on June 1st. Fees increase the maximum depending on the number of payments chosen.
3 The Preschool registration fee is also \$250 per student for either half or full-day which is part of the \$1,000 max per family.

Financial Aid Program- Verified Catholic families may apply for financial aid by processing a request through FACTS (FACTS Management Co.) and the Variable Tuition Program (VTP). Each family must provide all relevant financial information, including 2023 W-2s and 2023 Tax Returns. Please e-mail Carol Ford carolf@stthomasmore.org for the Financial Aid Instructions Packet. Applications must be completed by April 15, 2024. Families who are awarded financial aid will receive written notification with their combined tuition cost before the first tuition payment is due. If the total tuition cost is not known by the first payment due date, the first payment will be delayed.

___ I/We will pay the standard tuition cost. OR

___ I/We wish to apply for financial aid. I/We understand that the final number given to us will be a true out of pocket cost for our family and that all scholarships and financial aid will be used to cover the difference between standard tuition and our final cost.

Total combined tuition for all students (from the front page): A _____

Office Use: Final total out of pocket cost for all students: B _____

Total aid received from all sources: A-B _____

Refer a Family Discount- If a family refers a new family (not previously recorded in the STM parish database) to the school, they will receive a one-time \$500 discount on tuition for each new student enrolled in K-8. This discount will be verified by a letter from the Pastor. If the family has already paid their tuition in full, they will be reimbursed.

Split Households- It is strongly recommended that parents/guardians who are splitting the tuition and fees for a student have separate FACTS accounts. Each parent/guardian should submit a tuition contract and enrollment fees form indicating the amount for which they are responsible.

Payment Schedule Processing Fees- The K-8 tuition rates and multiple student discounts listed in the table on the front of this form are for one full tuition payment on June 1. For those who choose a 2 payment schedule, tuition increases \$100/student, and if a monthly payment schedule is chosen, tuition is increased \$150/student. FACTS charges a separate annual payment processing fee for each plan. \$25 for 1 or 2 payments and \$55 for monthly payments (up to 10). The online enrollment checklist and selection of a payment plan in FACTS Family Portal must be completed by **April 15, 2024**. Failure to complete these tasks may result in the student(s) seat/desk being released. All students (Preschool & K-8) in the same family FACTS account must be on the same payment schedule. STM Parish School is primarily funded by tuition paid by the parents and/or guardians of students. As such, families of students have a special obligation to make timely payments. If for any reason a family needs to request a payment deferral, the school must be contacted in writing before the due date to discuss whether an altered payment schedule or special arrangement can be accepted. Any altered payment schedules or accommodations will only be effective when confirmed in writing by STM Administration. Changes to a payment must be approved and processed at least 48 business hours prior to when the payment is to be drawn.

St. Thomas More Catholic School Refund Policy for Paid Tuition- Tuition will be refunded in full if St. Thomas More Catholic School receives written notice by June 15th that a student will not attend the following school year. After **June 15**, refunds will only be granted in the event of a significant life event or hardship. In the case of a significant life event or hardship, a pro-rated refund of tuition, up to 90%, may be granted if approved in writing by the Principal and Pastor. Requests for refunds must be submitted in writing to the Principal immediately upon occurrence, or as soon as practically possible thereafter, and should be submitted prior to the effective date of withdrawal. It is within the Principal's and Pastor's sole discretion as to whether a refund for a significant life event or hardship will be granted, and at what amount any refund will be given. The maximum refund provided after June 15 is 90% of the total amount charged. The maximum refund after July 15 is 80% of the total amount charged, and the total refund amount will be reduced an additional 10% for each month thereafter. Under no circumstances will a tuition refund include any registration, technology, Home & School, late payment, or testing fees, or any portion thereof. Registration, technology, Home & School, late payment, and testing fees are strictly NON-REFUNDABLE and do not apply toward tuition. The effective date of student withdrawal shall be as follows:

Thirty (30) days after St. Thomas More Catholic School receives written notification as required herein; OR

The last day of attendance, if the Principal and Pastor approve such effective date; OR

On the date of expulsion if the student has been expelled.

If this Contract or any provision of this Contract shall come into dispute, and where St. Thomas More Catholic School is determined to be the prevailing party in any action to enforce this Contract, including recovery of any tuition charged, St. Thomas More Catholic School shall be entitled to recovery of its attorneys' fees and costs incurred, including any collection fees and interest at the rate of 9% per annum. *By signing below, the parent(s)/guardian(s) identified below agree to comply with the terms, conditions, and policies stated herein, understanding this is a legal, binding, and enforceable Contract between them and St. Thomas More Catholic School.*

All parents and/or guardians responsible for the student's financial support must sign below:

1. Parent/Guardian Signature: _____ Date: _____ Phone: _____

Relationship to Student(s): _____ Email: _____

___ Catholic ___ Non-Catholic Name of Church and/or Religious Affiliation: _____

2. Parent/Guardian Signature: _____ Date: _____ Phone: _____

Relationship to Student(s): _____ Email: _____

___ Catholic ___ Non-Catholic Name of Church and/or Religious Affiliation: _____

Office Use (2024-2025):

STM Pastor: Signature

STM Principal: Signature

STM Director of Finance: Signature

Date

Date

Date