

## **St. Vincent Ferrer Tuition Policy**

### **Tuition Payments**

All tuition payments are processed through FACTS Tuition Management. Parents can divide their payments over 11 months with the first due in July. Bi-monthly, Monthly, Quarterly, and Semi-Annual Plans are available. All tuition must be paid in full by May 15<sup>th</sup>. Parents may choose the 1<sup>st</sup> or 15<sup>th</sup> of the month as their payment date. Parents who wish to pay their child's tuition in one payment must pay in full by September 15<sup>th</sup>.

### **Supporting Parishioner**

Supporting parishioners may apply for a parish subsidy of \$1,100 per child to defray part of the tuition. A Supporting parishioner is a registered parishioner who attends Mass or provides financial support to SVF parish. Registered families who attend Mass and put an offertory envelope in the collection basket for 40 out of 52 weekends each year are considered supporting parishioners. A registered parishioner not meeting the 40 out of 52-week criteria but contributing \$300 or more to the parish each calendar year preceding registration for the following school year, will also be considered a supporting parishioner.

### **Late Payments**

All payments are due on the committed due date. If payments are not received by the due date, a late fee will be assessed. Parents or guardians are responsible for meeting the tuition obligation promptly. In cases of fiscal crisis or valid hardship, it is the responsibility of the parent or guardian to contact the principal so special arrangements and/or adjustments to the agreement may be discussed. This communication should be made prior to the scheduled payment due date.

### **Tuition Delinquency**

The consequences of a delinquent tuition account, wherein alternative arrangements have not been made, are all extracurricular activities (e.g., dances, class trips, sports, or club activities) suspended; and attendance interruption imposed. Attendance interruption will remain in effect until all tuition is current, or the principal approves special arrangements/adjustments. Tuition accounts must be current by return from Christmas Vacation, return from Spring Vacation, and April 30<sup>th</sup>. An eighth grader will be denied participation in graduation events, including the graduation ceremony, and will not receive a diploma.

### **Registration**

To register for the upcoming school year, a family should complete a re-registration form and return a signed copy of this policy, agreeing to pay all amounts due under the Tuition Schedule. A non-refundable registration fee is assessed for each child, and early registration is encouraged to secure your child's seat in the classroom. Returning families will be assured placement if registration is completed by March 31.

### **Friar Hours**

All families must complete 15 volunteer hours known as Friar Hours and log them on the form by May 1st. Half-day families in PreK3 or JK are required to complete 8 hours. Full-time families who do not complete 15 hours will be charged a Friar Hours Fee of \$450, half-day families will be charged \$150.

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### **Refund Policy**

Tuition refunds will be issued monthly following withdrawal from St. Vincent Ferrer School. Withdrawal before the first day of school will result in a full paid tuition amount refunded. Tuition is required for the full month in which a student is in attendance regardless of the number of days. Refunds will be issued for the months when there was no attendance, providing an official request for transfer or withdrawal was received.

### **Financial Aid**

*Supporting Parishioners* who demonstrate financial need will be considered for tuition assistance for students in kindergarten through eighth grade. Families may apply through their FACTS Tuition Management account, and they are encouraged to apply early. The FACTS application fee is \$30. Tuition assistance applications for 2025-2026 tuition are due by April 30, 2025. All existing financial commitments must be met to qualify for tuition assistance consideration. Both living parents must submit the required financial information to be considered. The Financial Aid Committee, in their discretion, will decide whether to grant financial assistance. In making those decisions, they will consider the family's financial need and Principal's recommendation. A student must be in good academic and disciplinary standing to be eligible for an award. After review and evaluation of the request, each applicant will receive the decision in writing. Students with delinquent tuition accounts are not eligible for a grant until the account is brought current. All information regarding financial assistance will be handled and kept in strictest confidence, both by the Pastor/Principal and the families.

### ***NEW FOR 2025-2026***

#### **ADD YOUR ANNUAL FUND CONTRIBUTION TO YOUR TUITION PAYMENTS**

All families are asked during the school year to contribute to the SVF Annual Fund – Friar Up!, which supports the operating budget of the school and bridges the gap between actual cost/student and tuition. SVF now offers the option to add this contribution to your installment tuition payment plan. This donation amount is fully tax-deductible.

I would like to include a total Annual Fund donation of \$ \_\_\_\_\_ to my installment tuition plan for the 2025-2026 school year ***to be spread equally over my selected payment plan.***

I/We have read this agreement, acknowledge the St. Vincent Ferrer School Tuition Policy, and agree with all terms outlined above.

#### **Agreement Confirmed:**

Parent/Guardian

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_