



## Enrollment Contract

Student 1: \_\_\_\_\_ Grade 2017-18: \_\_\_\_\_

Student 2: \_\_\_\_\_ Grade 2017-18: \_\_\_\_\_

Student 3: \_\_\_\_\_ Grade 2017-18: \_\_\_\_\_

Mother's Name \_\_\_\_\_

Father's Name \_\_\_\_\_

- Returning CKS Family – same address/phone/email information as last year.
- Returning CKS Family – new address/phone/email (*please complete the CKS Change of Address Form*)
- New CKS Family

**The registration fee is \$200.00 for each student entering EEC – 8<sup>th</sup> Grade. This is non-refundable and is due at the time of registration. Space will not be saved if the registration fee is not paid.**

- Active Parish Tuition Rate
  - Registered at Christ the King Parish
  - Stewardship pledge on record
- Non Parish Tuition Rate
- 5<sup>th</sup> and 6<sup>th</sup> Grade Science Camp Fee: If you have a child(ren) in 5<sup>th</sup> and/or 6<sup>th</sup> grade the camp fee is \$75 per child. The total cost of science camp per child is \$150. CKS subsidizes 50% of the cost. The Science Camp Fee will be added to your FACTS Account and paid through FACTS.

	Tuition Amount	Camp	Registration Fee
Student 1:			
Student 2:			
Student 3:			

<i>(For office use only)</i>	
<b>Payment Enclosed</b>	
Registration Fee:	_____
Check #:	_____
Date Rec'd:	_____

I have read the Tuition Information, Tuition Payment and Delinquency, and the Terms and Conditions for enrollment at Christ the King Catholic School. I agree to comply with the terms and conditions to include on-time tuition payments, required volunteer time, and participation in fundraising.

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

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

## Tuition Information

Tuition and registration fees cover only a portion of the school's operating expenses. The full cost of educating each student for the 2017-2018 school year is approximately \$9,430. Christ the King Parish has generously contributed \$105,000 to the school's operating budget in support of parish children attending the school. That subsidy amounts to approximately 6% of the annual school-operating budget.

Christ the King School Tuition Assistance Forms should be returned at your registration appointment. All families requesting tuition assistance must also complete the online Fulcrum Foundation Application prior to the Fulcrum due date. A paper copy of the Fulcrum application should be returned with our registration packet. Tax returns and pay stubs are required. All information is strictly confidential. Assistance may be in the form of deferred or reduced tuition.

<b><u>Active Parish Family K-8</u></b>	<b><u>Annual rate</u></b>	<b><u>Per month</u></b>
1 <sup>st</sup> Student	\$ 6,259	\$ 569
2 <sup>nd</sup> Student	\$ 4,378	\$ 398
3 <sup>rd</sup> Student	\$ 3,135	\$ 285
<b><u>Non Parish Family K-8</u></b>		
1 <sup>st</sup> Student	\$ 9,020	\$ 820
2 <sup>nd</sup> Student	\$ 7,667	\$ 697

<b><u>Early Education Program Active Parish Family and Non-Parish Family</u></b>		
<b><u>EEC 3 (3 day/week)</u></b>	<b><u>Annual rate</u></b>	<b><u>Per month</u></b>
1 <sup>st</sup> Student	\$ 4,213	\$ 383
2 <sup>nd</sup> Parish	\$ 2,948	\$ 268
2 <sup>nd</sup> Non-Parish	\$ 3,575	\$ 325
<b><u>EEC 5 (5 day/week)</u></b>		
1 <sup>st</sup> Student	\$ 4,994	\$ 454
2 <sup>nd</sup> Parish	\$ 3,498	\$ 318
2 <sup>nd</sup> Non-Parish	\$ 4,257	\$ 387

## Tuition Payment and Delinquency

For the 2017-2018 school year, we will continue using the FACTS Payment Plan. Families will be able to make their payments in one of 3 ways:

1. Payment in full—this payment is due August 1, 2017.
2. Two payments in August 2017 and January 2018.
3. 11 monthly payments beginning in August 2017.

All payments will be processed by FACTS and can be made on the 1<sup>st</sup>, 5<sup>th</sup>, or 20<sup>th</sup> of the month.

FACTS processes payments using automatic bank payment, or by using a MasterCard, Discover, or American Express. Credit card payments have a 2.75% convenience fee. FACTS can also send parents an invoice via email or US postal mail.

Beginning May 1, 2017 parents can click the "2017-2018 Payment Options" link on our website which will allow families to select the payment plan, payment date, and payment method.

Delinquency of tuition payments and all fundraising obligations shall result in the withholding of the student report card and diploma if applicable. Transcripts shall not be released to other schools until tuition has been paid in full and all fundraising obligations have been fulfilled.

A delinquency of two months shall require the responsible party to meet with the principal. This meeting shall take place within 15 days of notification. Failure of the parent to attend the meeting or failure to make a good faith effort to remedy delinquencies after the meeting may, at the option of the principal or pastor, result in withdrawal of the student(s) from Christ the King School and referral of the account for collection.

# Terms and Conditions

**Enrollment Fees** A \$200 per student registration fee (EEC-8) is due at the time of registration. These fees are for registration purposes and are not refundable. The first month's tuition payment is due August 2017 on the date you will select with FACTS tuition payment plan. If your payment has not arrived by August 20, 2017 you will have relinquished your child's place on the roster.

**Additional Costs** Additional costs beyond those covered by tuition will be incurred during the academic year. These include but are not limited to: milk, lunches, school supplies, and possible charges for commitment hours not fulfilled. All additional costs are to be paid before the last day of school to receive report card, diploma and mailing of student records.

**Payment of Tuition** This signed contract must be received by the school at the time of registration. In addition, a student will not be allowed to begin attending classes unless his or her tuition payments are current, as of the first day of school, in accordance with the monthly payment plan stipulated under tuition information of this agreement. Please refer to Tuition Payment and Delinquency for information about how to pay tuition.

**Withdrawal** Christ the King Catholic School must be given 30 days written notice prior to withdrawal of student. Tuition for the withdrawing student is due for the 30-day period following written notice of withdrawal, with the amount due to be determined by the school. For example, if notice is given on December 3<sup>rd</sup> that your student's last day will be December 7<sup>th</sup>, you will owe tuition through January 3<sup>rd</sup>.

**Summer Withdrawal (before start of school)** The school tuition year begins on August 1, 2017; therefore, the last day to withdraw without owing tuition or fees additional to those paid at registration is July 1<sup>st</sup>, 2017. Registration fees paid at registration are deposited upon receipt and are not refundable. If you withdraw for any reason between July 1-July 31, you will owe one-month tuition. If you withdraw between August 1-August 31, you will owe two-months tuition.

**Prorating of Tuition in Case of Late Admission** Students who are admitted after the start of the school year will be responsible for the tuition only for the academic period during which they attend Christ the King Catholic School. The pro-rated amount will be determined by the school and is non-negotiable.

**Commitment Hour Requirement** All families in grades K-8 are expected to commit 30 hours (15 hours for single parent families and those families with only an eighth grade student) between June 1<sup>st</sup> and May 31<sup>st</sup>, by volunteering in school and/or parish activities. EEC is exempt. Families are responsible for documenting their hours. Commitment hours will be reviewed periodically and families unable to fulfill their commitment requirement will reimburse the school at a rate of \$20 per hour. For special circumstances please contact the principal.

**Support of School Fundraising Efforts** I understand that tuition and fees only partially cover the actual cost of education (see Tuition Information) and therefore agree to participate in school development efforts and fundraising.

**Annual Fund**-At registration, all families will be given an Annual Pledge Form and asked to participate at the level they feel is reasonable for their family. These financial donations help to lessen the gap between tuition rates and the actual cost of education.

**Auction**-All families must support the school's main fundraising effort by:

- Give or procuring 1 or 2 items with a combined value of \$100 K-8 (\$50 EEC).
- Attending and/or working on the auction.

**Scrip**-All families are asked to continue to purchase Scrip. Your purchases help to raise funds for our school.

**Bite of Broadview (BOB)**-All families are asked to support the Bite of Broadview by volunteering and/or attending the event.

**Parents Club Fundraising**-All families are asked to support the fundraising efforts of the CKS Parents Club which in turn supports the operating budget at Christ the King. Fundraisers include, but are not limited to: Panther Spirit Sprint and the Panther Blend Coffee Sale.

**Middle School Musical**-All families are asked to support the musical by either volunteering, attending, or promoting the performances. Middle School students are required to audition for the musical.

**Active Parish Tuition**-Rates are available to families that are registered members of Christ the King Parish, regularly participate in Sunday Eucharist and other liturgies where we gather as a parish to worship, demonstrate financial support of the parish through participation in the Grateful Giving Program by submitting an annual commitment card and by making a good faith effort to fulfill that commitment through regular contributions.