

## Financial Policies Revised 01.28.2022

### Fees/Responsibility for Payment of Fees

**Application Fee** – A \$75 application fee due upon submission of online application. Non-refundable.

**Registration Fee** – The full registration fee must be paid for each student enrolling in childcare/preschool through grade 12, up to the family maximum. The fee is non-refundable and must be paid prior to the first day of school.

**Facilities Fee** – All new families entering grades K-12 are charged a one-time facilities fee per family, due upon registration. Non-refundable.

The parent or legal guardian(s) who sign(s) the Financial Agreement upon enrolling the student for the school year is fully responsible for payments of all fees according to established payment schedules of Rainier Christian Schools. Parties who agree to share responsibility for fees must both (all) sign the financial agreement.

**Volunteer Hour** – Unfulfilled volunteer hours billed at \$25/hour. Annually, 15 hours required per family.

**Student Activity/MISC Fees/Lab Fees/Study Hall** – 6<sup>th</sup> grade camp, field trips, 3D printing supplies, yearbook, transportation, **high school lab fees**, and other non-normative activities may incur fees.

**Athletic Fees** – Maximum \$600 per student annually. Register and pay fee at [www.rainierchristian.org](http://www.rainierchristian.org).

### Payment Terms/Methods

**Parents must select a payment plan at the time of enrollment.** Monthly payments of annual tuition and fixed monthly fees (transportation, childcare) must be paid by electronic fund transfer (EFT) payments through FACTS Tuition Mgmt with the balance paid in full by June 10<sup>th</sup>. There is an annual fee charged by FACTS Tuition Mgmt for the service. See FACTS website or further information and payment policies. An advance payment directly to RCS may be required depending on the number of months' payment plan chosen and the processing time required.

When a student enrolls on/after the first day of classes, tuition is pro-rated based on the portion of the grading period to be completed. During the first ten (10) days of the school year, 100% of the tuition is charged. Following the first ten (10) days, tuition is charged per the enrollment schedule.

Payment Plan Options	Annual tuition Plan:	Payment received at the RCS District Office on/ before August 1 qualify for a 3% discount (Cash/Check only)
	Semi-Annual Tuition Plan:	Paid in full in two equal installments, received on/before August 1, and January 2 respectively, qualify for a 1.5% discount (Cash/Check only)
	12-month Tuition Plan:	First payment in June, must register by May 1
	11-month Tuition Plan:	First payment in July, must register by June 1
	10-month Tuition Plan:	First payment in August, must register by July 1
	9-month Tuition Plan:	Preschool only. First payment in August and last payment in April.

### Financial Assistance

Financial assistance can be awarded to qualifying families for students in kindergarten through 12<sup>th</sup> grade. Pay in full and/or pastoral discount are not available.

### Late Payments/NSF Checks/Delinquent Accounts

A \$25 late fee may be charged monthly for accounts more than 15 days past due. The late fee will be assessed by RCS through FACTS Tuition Mgmt, after the second consecutive time a scheduled payment is unsuccessful.

A \$30 fee will be assessed for each check returned for insufficient funds.

*Note: Accounts must be current for students to participate in extra-curricular activities and to re-enroll for next school year.*

### Withdrawal Fee

Parents must provide advance notice in writing at least five (5) days prior to a student's withdrawal.

Withdrawing before the start of the school year on or after August 15<sup>th</sup> incurs a **7.5%** charge of the full-tuition amount.

A family electing to withdraw prior to the end of the school year will be assessed **\$150** to finalize the withdrawal. Tuition pro-ration is based upon the last day the child attends school per the enrollment schedule. As K-12<sup>th</sup> tuition is stated as an annual fee, pro-ration may result in an additional amount due, based on the number of school days attended.

Should the school initiate the withdrawal, the tuition pro-ration will be determined by the effective date of termination. A detailed schedule of dates and percentages is available upon request. All tuition payments received in excess of withdrawal fees or pro-rated tuition will be refunded.

Report card(s), transcript(s), and diploma(s) are released AFTER financial obligations are paid in full.

### Condition of Attendance

On the first day of school, a child may not be admitted to class unless the registration fee, application fee, and at least 1/10 of the annual tuition has been received. For second semester admission, 1/5 of the tuition must be received. Students may be denied admission to class when an account is 45 days past due. Failure to maintain payments, or pay past due amounts after repeated requests will jeopardize the child's enrollment and result in the account being turned over to a collection agency. This action does not reduce, eliminate, or waive obligation to pay balances. Good and frequent communication with our office helps us work together to resolve payment issues. School records may be retained until account balances are paid in full.