



St. Mary's High School

TUITION & REGISTRATION POLICIES 2022-2023

- PLEASE COMPLETE AND RETURN TO ST. MARY'S -

STUDENT (last, first) _____
(Please print)

Grade entering: _____

The undersigned hereby accepts responsibility for tuition payment for the above named student at St. Mary's High School for the 2022-2023 school year. I attest that the student is of good moral character and that all information submitted on his/her behalf is correct to the best of my knowledge. I agree to abide by the payment terms set forth by St. Mary's High School as follows:

The Registration, Activity and Technology fees are **due by Friday, April 1, 2022**. This registration fee is a tuition deposit that is **NON-REFUNDABLE** and is deducted from your tuition. This payment secures your student(s) place in the 2022-2023 school year.

PLEASE NOTE: St. Mary's utilizes FACTS Management for tuition processing.

Tuition and Annual Charges

Tuition 2022-2023	\$12,300	(See your FACTS account for student specific tuition amounts reflecting scholarships/aid.)
Technology Fee	\$200	(Due April 1, 2022)
Activity Fee	\$400	(Due April 1, 2022)
Bash for Cash Tickets	\$200	(Prior to event, more information forthcoming)

An automated payment option through FACTS, must be designated from the choices below and submitted by April 1, 2022. (Check one)

- _____ 1. Pay in full option by **April 1, 2022**
_____ **April 1, 2022 with cash, check or credit card** and receive a **2% discount**. ***
***Note: If paying in full by April 1, 2022, payment must be processed at St. Mary's.
If you attempt to pay in full through FACTS, you will NOT receive the discount.
- _____ 2. Set up quarterly automatic payments with FACTS by **April 1, 2022**
(June 5th, September 5th, December 5th and March 5th)
- _____ 3. Set up a monthly automatic payment plan with FACTS by **April 1, 2022**
(June-May, with the option of paying on the 5th or 15th of the month)

To set up your FACTS account, go to <https://online.factsmgmt.com/signin/3FTCK>

St. Mary's High School accepts **Visa, Master Card, American Express, and Discover for tuition payment.**

Student will not be able to select courses/enroll for the upcoming 2022-2023 school year until the signed tuition and registration policies form and **non-refundable** deposit have been returned to St. Mary's High School.

Tuition Payment Policy

- No student will be allowed to start school in September 2022 unless they are current with tuition or prior arrangements have been made.
- In the event tuition payments are not current by the end of each quarter, your student will not be able to continue attending classes until your tuition is current or arrangements have been made. Additionally report cards will not be distributed until tuition is current.
- St. Mary's reserves the right to have your student deemed ineligible to participate in any non-academic extra-curricular activities including field trips, athletics, performing arts, student government, etc. if tuition is consistently in arrears or prior arrangements have not been honored.
- If the above conditions persist, St. Mary's reserves the right to request your student to be withdrawn from the school. If this is the case, a formal letter will be sent explaining that tuition must be brought current within 10 days. Failure to adhere to the terms of this formal letter will result in the dismissal of the student.
- When a student withdraws, voluntarily or involuntarily, tuition will be prorated for each school calendar month of enrollment beginning with the first day of the month. An exit fee of \$750.00 will also be required in order to receive your transcripts.
- **Final transcripts will not be released until all obligations have been satisfied. This includes the return of all textbooks, Chromebooks, sports uniforms and the payment of any outstanding tuition or fees.** St. Mary's reserves the right to recover unpaid tuition through any available legal means, including legal action or use of a collection agency.

Late Payment

If a payment is received after the due date, a **late fee of \$50** will be assessed to your account (including families enrolled in FACTs).

NSF Checks

Any check payments received that are marked non-sufficient funds will have an **insufficient fund fee of \$50** assessed.

FOR LEGAL PURPOSES, The PARENT(S) FINANCIALLY RESPONSIBLE FOR STUDENT MUST COMPLETE THE SECTION BELOW. IF THIS FORM IS NOT COMPLETED IT WILL BE RETURNED.

(Please print)

Father's Name _____
Address _____ City _____ Zip _____
Landline (____) _____ Cell (____) _____ Work (____) _____
E-mail Address for tuition correspondence _____

I have read the above Tuition & Registration Policies form and agree to all the above terms. Sign below, retain a copy for your records and return the **signed** copy on **April 1, 2022 at registration**.

Father/Guardian Signature

Date

(Please print)

Mother's Name _____
Address _____ City _____ Zip _____
Landline (____) _____ Cell (____) _____ Work (____) _____
E-mail Address for tuition correspondence _____

I have read the above Tuition & Registration Policies form and agree to all the above terms. Sign below, retain a copy for your records and return the **signed** copy on **April 1, 2022 at registration**.

Mother/Guardian Signature

Date

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