

# ***Financial Agreement***

## **School Fees:**

Registration Fee =	\$75.00
Curriculum Fee =	varies, see schedule
Athletic Fee (per student) =	\$55.00 DUE by October 30 or late fees apply
SAT Fee (per student) =	\$55.00 DUE January 1 - January 30
Laboratory Fee (9 <sup>th</sup> & up) =	\$25.00
Travel Fee	\$45.00 per sport

## **Tuition:**

Tuition is to be paid in either of the following ways:

1. In Full: Paid in full **prior** to the first day of school
2. Installment Plan: Paid in ten (10) increments

## **Installment Plan:**

Tuition is **due by the first of the month** and is late if received after the fifth of the month. Your schedule will be August 1<sup>st</sup> to May 1<sup>st</sup>. A **late fee of \$50** will be charged on any school account showing a balance of \$10 or more after the fifth of the month. **This fee is charged every month** until the overdue balance is paid. When the fifth falls on a Saturday or Sunday, tuition payment may be made on Monday without paying the \$50 penalty. Students will not be admitted to class if payments are one month in arrears. Students attending one day or more of any period will owe the full period's tuition. There is a **\$35 charge** for all checks returned to us by your bank for any reason. If two checks are returned, the account is on a cash basis. We are unable to accept postdated checks for the May 1<sup>st</sup> payment.

## **Withdrawal:**

Parents placing their student(s) in Living Word Academy have contractually committed to a full year of school and a full year of tuition payments; therefore, parents wishing to be released from this contract prior to the last day of school must fulfill the following requirements.

- (1) Parents must submit a 30-day written notice to the office by and no later than the 1<sup>st</sup> of the month in which withdrawal is requested.
- (2) Parents must pay one month's tuition with the 30-day notice. Any withdrawal request received after the 1<sup>st</sup> day of the month will require the current month's tuition and the next month's tuition.
- (3) Parents must pay a \$150 withdrawal penalty in order to terminate their contract early. In case of death or permanent military reassignment, there will be no penalty imposed.

A student is not classified as withdrawn until the school office receives written notice, all school property is returned, and all financial obligations are met. No refunds are available for tuition paid in full.

## **Fundraising:**

Tuition does not cover all the costs of operating the school. Living Word Academy makes every effort to keep tuition rates affordable to as many families as possible. We depend on God's blessings and your support to continue operation; therefore, each student agrees to participate in the all-school fundraising projects throughout the school year. Everyone's participation is required and greatly appreciated. The **minimum requirements** for each fundraiser must be met or a flat **fee of \$100.00** will be added to your school account.

**Day Care:**

Each day care payment covers the hours your child (children) was scheduled for day care. These fees must be paid by the 5<sup>th</sup> of the following month. If your account is more than 15 days delinquent, day care privileges will be suspended until your account is brought to a current status. Daycare closes at 6:00 PM. Parents picking up children after 6:00 PM will incur penalty charges.

Note: Any 15 minutes of your first and/or last hour will be charged the full hourly rate.

Example: 12 – 4:10 is a total of 4 hours charged

12 – 4:20 is a total of 5 hours charged

You must be in total agreement with our day care policies and rates or you cannot use it. We are here to be a blessing to you and we will not argue over half hour or quarter hour rates. We will do our very best to be fair to you and we ask that you do likewise.

*James 3:16*

**Extracurricular activities:**

Fees for extracurricular activities are to be paid prior to the activity and at the same time tuition is due. If tuition, day care, and other fees are not current, students may not participate in such activities.

---

Financial Worksheet

Set-up Fees for first child	
Second child	
Third child	
Tuition Fees for first child	
Second child	
Third child	
Day Care Fees	
Other	
<b>Total tuition fees and day care monthly fees subtotal</b>	
Discounts for first child	
Second child	
Third child	
Other	
<b>TOTAL</b>	

I agree to and accept all school policies and financial obligations. I agree to pay total fees and tuition in a timely manner and understand that I will be assessed late fees for any and all overdue accounts.

---

Signature of Responsible Party, Parent, or Guardian