
POLICIES FOR PAYMENT ON ACCOUNTS

Waukesha Christian Academy

The cost of attending Waukesha Christian Academy is low in comparison to other academic institutions with comparable programs.

Financial preparation is an integral part of getting ready for each school year. Sound financial policies on the part of WCA are necessary in order to operate on a sound financial basis while continuing to serve students. Failure to fulfill financial obligations threatens the very existence of WCA and quality education. For this reason we provide three financial programs to allow for individual family planning.

Each family is responsible for keeping their accounts current according to their selected schedule of payment.

TUITION PAYMENT PLANS (PLEASE CHECK APPROPRIATE PLAN):

Plan 1: _____ Payment in full by September 1st.

Plan 2: _____ Payment by the first day of each semester.

Plan 3: _____ Tuition fees divided into 10 equal monthly payments *beginning August 1st* unless a new family attending WCA for the first time and is registering after August 1st.

PAYMENTS OF ACCOUNTS:

Tuition payments are due on the first of each month. Families who fall two months behind in their tuition will be required to meet with the WCA School Board to work out a payment plan to get them current. Failure to meet with the Board will result in the student(s) being placed on financial probation or being temporarily dis-enrolled until their account is current.

POLICY FOR OLD ACCOUNTS:

Any unpaid balance must be paid before re-admission is granted.

POLICY FOR RECORDS AND GRADUATION:

In order for a student to receive a report card at the end of the year, his account must be current or arrangements must be agreed upon by the administration. Accounts must be paid in full before transcripts or diplomas are issued. Any graduating senior must be paid in full to participate in any end-of-the-year graduation activities.

RETURNED CHECK FEE:

There will be a \$10.00 charge for checks returned for any reason.

Signed: _____
Father

Mother

Date: _____