

**CARDINAL LACROIX ACADEMY  
2018-2019 TUITION OPTIONS AND AGREEMENT**

	<b>OPTION 1</b>	<b>OPTION 2</b>	<b>OPTION 3</b>
	<b>PREPAID IN FULL</b>	<b>SEMI-ANNUAL</b>	<b>MONTHLY (F.A.C.T.S) Automatic Withdrawal</b>
<b>INSTALLMENT</b>	100% - 1 payment	50% - 2 payments	10 payments August – May (11-month option August - June available upon request)
<b>PAYMENT DUE</b>	On or before July 11, 2018	On or before July 11 & Dec.12, 2018	5 <sup>th</sup> or 20 <sup>th</sup> of the month
<b>DISCOUNTS OR FEES</b>	Discount: \$100 may be applied if paid by due date	Discount: \$50 per payment may be applied if paid by due dates	Nominal payment plan fee charged by Facts deducted w/first payment

**The following conditions apply:**

1. All families must choose one of these payment options. **There will be no exception to this policy.**
2. All payments schedules begin in July. Invoices for **Option 1** and **Option 2** will be sent before due dates. Unless we are notified of any changes, families returning to **FACTS (Option 3)** will automatically be re-enrolled. If you are new to FACTS, instructions will be sent to you so that you may set up the withdrawal.
3. Families awarded financial aid are expected to meet their portion of the total tuition obligation. Failure to maintain payment schedule may result in loss of consideration for further assistance. Early payment discounts will not be applied for families awarded financial aid.
4. Past Due Accounts during the 2018-2019 year will be handled in the following manner:
  - a. Any parent/guardian whose account is more than 30 days past due will be asked to meet with the principal to discuss a payment schedule agreeable to the school.
  - b. Any account more than 60 days past due may result in the student not being allowed back to class until repayment plans have been made.
5. If the financial obligation is being split between 2 responsible parties, **both must complete this form.** (Please request additional form from office if needed). Separate FACTS accounts will be required for each payer if Option 3 is chosen.
6. Refund Policy: Any person who withdraws a child from school for any reason is responsible for tuition costs according to the following plan:
  - a. One-quarter (25%) of the total tuition costs will be charged for withdrawal between August 1, 2018 and November 2, 2018.
  - b. Half (50%) of the total tuition costs will be charged for withdrawal after November 2, 2018 but before January 18, 2019 before the end of the second quarter.
  - c. Three-quarters (75%) of the total tuition costs will be charged for withdrawal after January 18, 2019 but before April 5, 2019.
  - d. 100% of the total tuition costs will be charged for withdrawal after April 5, 2019.

**(Please print)**

Person responsible for payment: \_\_\_\_\_

Child: \_\_\_\_\_ Entering Grade \_\_\_\_\_

Child: \_\_\_\_\_ Entering Grade \_\_\_\_\_

Child: \_\_\_\_\_ Entering Grade \_\_\_\_\_

I choose **Option # 1 2 3** and agree to the above payment conditions.  
(circle one)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**PLEASE CHOOSE AN OPTION PLAN, SIGN & RETURN TO SCHOOL**