

ST. CATHERINE LABOURE SCHOOL

TUITION POLICY STATEMENT

1. There are two family tuition rate schedules. (Based on Archdiocesan Board of Education (ABE) Policy 3506)
 - A. Rate Schedule for Catholics
 - B. Rate Schedule for Non-Catholics.
2. Each family is required to complete 30 volunteer hours or pay \$10.00 per hour for any volunteer hours not completed by the last day of the current school year.
3. The school reserves the right to cancel the registration of any student whose family fails to meet tuition payments during the preceding year. (Based on ABE Policy 3506)
4. The school reserves the right to prevent a student from attending school if the current payment is not received within 30 days of the due date. The school also reserves the right to require full tuition payment in advance of registration acceptance for any student whose family has failed to satisfactorily meet tuition payments in the preceding school year. (Based on ABE Policy 3506)
5. The school reserves the right to require delinquent payments **in cash or money order only** if there have been checks returned for insufficient funds.
6. Refunds for registration fees are **NON-REFUNDABLE**. The exception to this is if the school does not accept a student. In that case, \$150.00 will be refunded.
A refund of 25% of the tuition will be given only when a student has attended **LESS** than ten (10) days of a semester. Attendance of ten (10) or more days of the first semester commits the student's family to pay for the entire year.
7. All persons applying for any **TUITION ASSISTANCE** must use the Archdiocesan form and pay the fee. The tuition assistance request form must be fully completed and all the required documentation attached before consideration will be given to any request. **All prior tuition assistance agreements become null and void at the end of each school year. A FAMILY THAT CANNOT AFFORD THE SCHOOL TUITION WITHOUT TUITION ASSISTANCE WILL NOT BE ALLOWED TO ENROLL A STUDENT UNTIL THE AMOUNT OF AID IS MUTUALLY APPROVED AND UNDERSTOOD.**
8. THE PERSON RESPONSIBLE FOR TUITION PAYMENTS must SIGN the tuition agreement.
9. There will be a \$50 non-refundable fee for screening payable at the time of testing.
13. A \$35 late fee will be charged for each late payment.

The School Advisory Board developed the policies listed in this contract. and Rev. Michael Salah, Pastor, approved them.