

FINANCIAL POLICIES

Tuition payments are made on a 12-month schedule, beginning on July 1st. All monthly tuition payments will be handled by automatic withdrawals from your checking or savings account. Your deduction will be withdrawn on the 15th day of every month. Full and half-year payments may be made by check by July 1st and January 1st.

Each family is responsible for the timeliness and completeness of payments. Should hardships or circumstances prevent you from paying according to this policy, you should contact the School Office immediately. Your child may be removed from the classroom and not permitted to return until payment is made or acceptable arrangements provided in writing and approved by the School Board. Report cards, records, and conferences will be withheld until all accounts are brought up-to-date. All non-sufficient funds fees (min. \$20) may be charged to student's account and will be assessed on monthly statements.

Should an unusual circumstance arise, it is the parents' responsibility to contact the School Office and, in writing, request necessary payment arrangements through the School Board.

The cooperation of every parent is necessary if we are to maintain a positive Christian testimony of stewardship as we grow and our student body becomes larger. Please join with us in your prayers and full cooperation.



Important – Please Read Carefully:



- OPEN ENROLLMENT FOR NEW FAMILIES begins in March of each year. Processing of applications is on a "first-come, first-served" basis. Please be sure to return all applications, along with copies of your child's current and prior year report card, most recent standardized test scores, birth certificate, and non-refundable registration fee to the School Office.

If received prior to July 1st
If received after June 30th

\$100 per student, \$300 max per family
\$125 per student, \$375 max per family

Your application will be “on hold” until FAF receives all required information.
No interview will be arranged until your file is complete.

➤ TUITION

- ❖ During the family interview, a form will be filled out authorizing automatic tuition withdrawal to begin on July 15th. For new students accepted after July 15th, adjustments will be made for tuition to be withdrawn over a ten or eleven month cycle, depending upon the date of acceptance, rather than the customary twelve month cycle. All following payments will then be withdrawn on the fifteenth day of every month.
- ❖ If a family withdraws **after acceptance**, a cancellation fee of \$250 per student may be applied to the account if FAF is unable to fill the position left by the student. If tuition has already been paid, \$250 per student will be applied to the cancellation fee and not refunded. If tuition has not been paid, \$250 per student may continue to be on the account until paid in full. *Student withdrawals must be confirmed by the School Office before they are final.*