

Assumption Catholic School
2019-2020 Re-Enrollment Information
Re-Enrollment Dates: February 1st to February 15th

Financial Obligations

SCHOOL FEES

Only the “Re-Enrollment Fee” is due in order to re-enroll your child(ren). All other fees can be included in a family’s payment plan through FACTS®. Fees for Kindergarten include all school supplies for the year (only backpack and lunchbox will be needed). Annual Fee includes scheduling, academics, technology, course materials, catastrophic student insurance, diocesan student fees, guidance services, media/library services, and testing costs. Fee for 8th grade includes 8th grade trip, 8th grade shirt, a yearbook, and graduation items.

Fee	Amount
Re-Enrollment (all students except those on Step Up Scholarship)	\$185.00 per student
Annual (K-8 th)	\$800 per student
Kindergarten	\$100 per student
8 th Grade	\$200 per student

TUITION RATES

KINDERGARTEN - GRADE EIGHT

“Registered Catholic In-Parish”

Number of Children	Amount
One Child	\$5,100
Two Children	\$8,450
3+ Children	\$11,350

“Out of Parish”

Number of Children	Amount
One Child	\$8,000
Two Children	\$13,100
3 Children	\$17,650
4 Children	\$22,275
5 Children	\$26,750

Re-Enrollment Guidelines

1. Families with accounts in arrears for the current school year may not re-enroll for the next school year until all accounts are made current. This includes but is not limited to tuition, afterschool care, and the lunch program.
2. Re-Enrollment is only complete and a student's "spot" for the next year is only reserved by completing the necessary online re-enrollment process and paying the "Re-Enrollment Fee" by the designated deadline. All other fees may be rolled in to a family's tuition payment through FACTS®.
3. All fees are NON-REFUNDABLE.
4. Families that do not re-register by the deadline are giving up their "spot". Open-enrollment begins after the re-enrollment window.

FACTS® Tuition Management Service Overview

1. All re-enrolling families, or families enrolling from our ECLC, will be automatically placed into the Facts payment plan previously selected during the 2018-2019 school year.
 - a. The plan options include paying tuition over 12 months, 10 months, bi-weekly, a one-time payment, or two payment deductions via FACTS®. All payment plans must conclude by May 2020.
 - b. If a family wishes to change this payment plan, they must contact Dianna Hirschberger by **email** at dhirschberger@assumptionjax.org.
2. There is an annual non-refundable \$36 administrative fee for enrollment in the FACTS® program per family, unless paying in full through FACTS® where the fee will be waived. This fee will be added to your tuition collected by FACTS®. Please do not make this payment to the school.

Financial Policies

1. Assumption Catholic School is responsible for all operating expenses. Our school's financial stability depends on the prompt and faithful payment of tuition and other expenses from the families of our students. If a family is late making any payment, it is their responsibility to contact our Facts Administrator, Dianna Hirschberger at 398-1963, to make necessary arrangements to bring their account up-to-date.
2. Assumption Catholic School will make every effort to assist families when needed, however, when an account becomes three (3) or more months in arrears, Assumption Catholic School may choose to dis-enroll the student(s). In the event the outstanding balance is not paid in full, the family will be responsible for the balance due and any legal fees that may be incurred seeking restitution.
3. The Parish funds a scholarship program for faithful members of the parish who are in need of financial assistance. Please call Dianna Hirschberger at 398-1963 for more information.
4. A "Returned Check Fee" of \$25.00 will be assessed to your account for any returned checks received by the school at any time.

Policy to Receive "In-Parish" Tuition Rate

1. At least one custodial birth parent must be baptized in the Roman Catholic Church.
2. The student must be baptized in the Roman Catholic Church.
3. The family must be registered at Assumption Catholic Church for six months and attend Mass regularly throughout that time. If coming from another parish, the family must register at

Assumption immediately and must provide a report of six months of faithful attendance from the former parish. Fr. Fred then provides the final approval.

4. The family must be attending Assumption parish for Mass the overwhelming majority of weekends in the church year. Families must use an envelope each week, even if they contribute monthly. **THE ENVELOPE SYSTEM IS THE ONLY WAY WE CAN MONITOR CHURCH ATTENDANCE.** If your family is using the “Faith Direct” option, the company provided voucher, or green pew envelope with your name written on it, should be turned in during the collection, must be turned in during the collection. This envelope system will be monitored quarterly. The first sign of failure in this area will result in a warning letter. Failure to improve attendance will result in the family losing the “In Parish” rate for at least the next semester. If this pattern is repeated, the family will lose the “In Parish” rate permanently. Regardless of your selected payment plan, if you should be brought to Out of Parish, you will be responsible for the difference immediately that month. If you have already pre-paid that month, you will be charged the difference for each month moving forward up to May.
5. A family who attempts to violate this policy by having a third party other than the student’s parent(s) be the envelope/voucher carrier will lose the “In Parish” rate permanently or possibly be expelled. Envelopes are to be given in the offertory and cannot be mailed.

Withdrawal Policy (After re-enrollment or during the 2019-2020 school year)

1. Families must notify the school in writing if a student is to withdraw from the school.
2. Registered students who withdraw before the first full day of school are responsible for 1/3 of the full tuition amount.
3. Registered students who withdraw between the first day of school and December 20th are responsible for 3/4 of the full tuition amount.
4. Registered students who withdraw after December 20th are responsible for the full tuition amount.
5. All fees are Non-Refundable.
6. The school will not forward records for students who withdraw with an outstanding balance.

Re-Enrollment Calendar

Please be aware that if your child is receiving any type of scholarship for the following year, you must adhere to these deadlines as well.

Item	Final Due Date
Re-Enrollment Packet (online forms and payment)	February 15, 2019
Final Re-Enrollment (incur late fee of \$50.00 per student)	February 20, 2019
Open Enrollment begins for new Students	February 21, 2019
Application Deadline for Financial Aid (submitted through FACTS)	March 29, 2019
Paying in FULL to receive 2% discount	June 5, 2019

