

HOLY FAMILY SCHOOL

TUITION, FEES & PAYMENT OPTIONS

2019-2020

Category "A" Active Parishioner Family (1) and Active Catholic Non-Parishioner or Non-Catholic Family in which Home Parish/Church provides the Subsidy (2)											
	Cost of Education Per Child	Parish Subsidy	Tuition	10 Monthly Payments	Registration Fee(6)	Technology Fee	Home & School Fee	Total Tuition & Fees Paid by Family	Cash Card Earned Rebate or Buy Out (4)	20 Volunteer Hours or Buy Out (5)	Total Tuition & Fees if Elect to Buy Out (3)
One Child	\$5,400	\$1,740	\$3,660	\$366	\$150	\$100	\$40	\$3,950	\$250	\$400	\$4,600
2nd Child	\$5,400	\$2,920	\$2,480	\$248	\$150	\$100		\$2,730			\$2,730
3rd Child	\$5,400	\$4,030	\$1,370	\$137	\$150	\$100		\$1,620			\$1,620
4th Child	\$5,400	\$5,400	\$0	\$0	\$150	\$100		\$250			\$250

Category "B" Active Catholic Non-Parishioner Family (2) or Non-Active Parishioner Family (1)											
	Cost of Education Per Child	Parish Subsidy	Tuition	10 Monthly Payments	Registration Fee(6)	Technology Fee	Home & School Fee	Total Tuition & Fees Paid by You	Cash Card Earned Rebate or Buy Out (4)	20 Volunteer Hours or Buy Out (5)	Total Tuition & Fees if Elect to Buy Out (3)
One Child	\$5,400	\$1,110	\$4,290	\$429	\$150	\$100	\$40	\$4,580	\$250	\$400	\$5,230
2nd Child	\$5,400	\$1,110	\$4,290	\$429	\$150	\$100		\$4,540			\$4,540
3rd Child	\$5,400	\$1,110	\$4,290	\$429	\$150	\$100		\$4,540			\$4,540

Category "C" Non-Catholic Family											
	Cost of Education Per Child	Parish Subsidy	Tuition	10 Monthly Payments	Registration Fee(6)	Technology Fee	Home & School Fee	Total Tuition & Fees Paid by You	Cash Card Earned Rebate or Buy Out (4)	20 Volunteer Hours or Buy Out (5)	Total Tuition & Fees if Elect to Buy Out (3)
One Child	\$5,400	\$830	\$4,570	\$457	\$150	\$100	\$40	\$4,860	\$250	\$400	\$5,510
2nd Child	\$5,400	\$830	\$4,570	\$457	\$150	\$100		\$4,820			\$4,820
3rd Child	\$5,400	\$830	\$4,570	\$457	\$150	\$100		\$4,820			\$4,820

(1) To qualify for the **Active Parishioner** Family tuition rate in Category A, the family must be registered and attending Holy Family Church for at least 6 months prior to registration, and contributing a minimum of \$15 weekly in offering (or via other periodic contributions totaling a similar amount) through the Sunday Collection Adult Recording Envelope Program or Online Giving in the 2018 calendar year, otherwise Category B tuition rate will apply.

Online Giving is an automatic withdraw program from a personal checking, savings, credit or debit account. Online Giving can be set up on the church website: <http://www.holyfamilynazarethpa.com/>

(2) **Active Catholic Non-Parishioner** registered at another parish who has provided the Home Parish Permission Letter at registration each year. If the Home Parish Pastor agrees to pay the Parish Subsidy listed in Category A, then the Active Catholic Non-Parishioner will qualify for Category A tuition rate. If not, then Category B tuition rate will apply.

A **Non-Catholic** family may qualify for Category A tuition rate if they arrange for the Parish Subsidy listed in Category A to be paid by their church, synagogue or place of worship; otherwise Category C tuition rate will apply. Activity is determined by the family's place of worship.

(3) Other program costs and fees may apply based on student status and participation (field trips, sacramental, graduation, etc.)

(4) Each family is expected to accumulate a minimum of \$250 in rebates by participating in the Cash Card Program. When they purchase, for example, a \$100 Giant gift card to use for everyday purchases such as groceries and gas, it earns a rebate of 10%, or \$10 towards the \$250. All families are encouraged to exceed the minimum rebate amount in order to qualify for incentive programs to lower their tuition. Families are also permitted to choose the buyout option.

(5) Each family is required to give 20 hours of service time in the school each year. These are called Volunteer Angel Points. Each hour equals one point for a total of 20 points. Each point equals \$20. These points can be accumulated by volunteering at school events throughout the year. Families are encouraged to volunteer more than 20 hours so that they can help make the events a success and enjoy being a part of our school community.

(6) Registration of Current Students: December 1 to 30 \$49; December 31 to January 28 \$75; January 29 to February 18 \$100; and February 18 to March 30 \$150. All Kindergarten and New Students \$150 (\$25@ Application, \$125@ Enrollment)

Please Note: Although it is not expected, all amounts are subject to modification pending final enrollment numbers for the school year.

Tuition & Fees Policy

TUITION & FEES:

Collected using online-web based FACTS Management Program. Tuition is charged and invoiced on FACTS by June. Additional fees are charged and invoiced throughout the school year.

TUITION PAYMENT PLANS

Each family may select one (1) payment plan option from the following, options may not be combined.

- **Annually** – One (1) payment due July 2019. Discount 5% off the 1st Child Net Tuition*
- **Semi-Annually** – Two (2) payments due August 2019 and January 2020*
- **Quarterly** – Four (4) payments due July 2019, October 2019, January 2020 and April 2020*
- **Monthly** – Ten (10) payments due August 2019– May 2020*

*Students registering after June 15, due date is determined by payment plan and date selected in FACTS.

PAYMENT DATE – Each family may select one (1) payment due date; 5th, 15th, 20th

PAYMENT OPTIONS – Online, By Phone, and Postal Mail

PAYMENT METHOD – Automatic (ACH), Check, or Credit Card** (MasterCard, Discover, American Express) **2.5% processing fee

FACTS Website: <https://factsmgt.com>

Pay by phone: 1-866-441-4637

(Include your account # and/or Invoice # on all payments)

Payment mailing address: FACTS Management Company, P.O. Box 2597 Omaha, NE 68103-2597

SCHOLARSHIP GRANTS & FINANCIAL AID

The application process for both the Diocesan EPSF scholarships (EITC and OSTC) and Holy Family Scholarship Grant and Financial Aid is online through the FACTS system. Application should be **completed by Monday April 29, 2019** for optimal award for academic year 2019-2020. More information is on separate document titled **SCHOLARSHIP GRANTS & FINANCIAL AID 2019-2020**.

STEPS TO COMPLETE REGISTRATION FOR 2019-2020

1. Go online to www.holyfamilynazareth.com and complete the Online Application under the Admissions tab.
2. The Online Application fee is \$25 (non-refundable).
3. Upload baptism certificate and birth certificate or return these along with the Request for Records to the office.
4. Once records have been reviewed and acceptance is granted, then you will receive an email with instructions on how to complete the Enrollment Packet online through FACT Family Online (ParentsWeb).
5. As part of the Enrollment Packet, you will select a payment plan and method for Tuition and Incidental Fees.
6. The Enrollment/Registration Fee is \$125 (non-refundable).

OTHER PROGRAMS & INCIDENTAL FEES (See Handbook for more information)

Incidental fees are invoiced by FACTS separately throughout the school year. Due date will be, in most cases, the 20th of the month. We will make every effort to keep this consistent.

AFTERSCHOOL PROGRAM: Available on full school days; dismissal to 5:30 pm. Fees are charged on FACTS weekly.

FIELD TRIPS: The cost of the event and transportation.

GRADUATION: Cap & Gown Fee

LUNCH PROGRAM: Student Hot Lunch and A La Carte. Payment is submitted directly to the cafeteria.

SACRAMENTAL FEES: 2nd Grade Communion, 6th Grade Breakthrough Bible, 8th Grade Confirmation (fees charged in 7th & 8th)

SUPPLY CLOSET: Student school supplies available for purchase & Teacher supply list charged on FACTS.

YEARBOOK: Orders taken at end of school year.

OTHER PROGRAMS MANAGED INDEPENDENTLY: Band/Instrument Instruction, Drama Club, Lunch Program, Sports (Basketball, Volleyball, Track, Cross Country), Spirit Squad, Scouts, Stem Club, Student Council, Tennis Club, and more.

Tuition & Fees Policy

CASH CARD PROGRAM (CCP) – coordinator email: hfcc@holyfamily-edu.org

1. Year round fundraiser in which families purchase gift cards for their everyday purchases such as groceries, gasoline, prescriptions. Holy Family purchases these at a discount and resells them for face value. The difference is the rebate (profit).
2. Each new family will receive a welcome packet with access information to www.ShopwithScrip.com online ordering program to place orders, pay-online (PrestoPay), view account information, reset login information, order history, and rebate totals.
3. Each Family must complete a Participation Agreement designating 100% of their rebate to School tuition fulfillment. This agreement continues year to year unless replaced by another.
4. Minimum rebate (profit) of \$250 during period June 1 through May 31. This includes transfer rebates, see #7.
5. School families that have children in Preschool and/or PREP only need to meet the school requirement.
6. Families may opt out monetarily for \$250, or the rebate shortfall.
7. Friends, Family, Businesses, co-workers, & neighbor may transfer their rebates to help by providing a participation agreement designating 100% of their rebate to your family tuition fulfillment. The agreement remains in effect year to year until replaced.
8. All financial obligations must be met before a family qualifies for cash card program monetary rewards, awards or incentives.
9. Families experiencing financial hardship and not able to meet this obligation may request dispensation.
 - a. To be eligible, a family must have a finalized application for Grant & Aid completed on FACTS for the current school year.
 - b. Dispensation requests are in writing to the Pastor between March 1 and no later than May 1. Request should include your name, student name, amount you are requesting dispensation, and the reason this is needed. Mail to Holy Family Church, Attn. Rev. Joseph Tobias, MSC, 23 Forest Drive, Nazareth, PA 18064. Requests are for current school term only.

VOLUNTEER ANGEL POINTS (VAP) - coordinator email: hfvap@outlook.com

1. Each Family is to earn a minimum of 20 Angel Points by volunteering June 1 through May 31 within the School and the Parish.
2. At least 3 points have to be earned volunteering at designated “In” school events.
3. There are many opportunities for parents or immediate family members (grandparent, aunt, uncle) available.
4. Recording is the responsibility of the volunteer in the school office book. Event Chairpersons will report sign-in list.
5. The Angel Point Coordinator maintains the total by family.
6. Each point is equivalent to one (1) hour and is equated to \$20.00.
7. Family may opt out monetarily for \$400.00 or \$20 per point.
8. Dispensation is not available on Volunteer Angel Points.

ADDITIONAL INFORMATION

1. If payment due date falls on a non-banking day, the due date is business day prior except ACH payment is the next business day.
2. **Late Fee** of \$30 will be assessed on your FACTS account for any invoice missed due date on the 1st of each month.
3. **Returned Payments** will be assessed a \$30 fee on your FACTS account for each attempt.
4. **Avoid Late and Return Fees**- due dates can be changed with 4 business days’ notice by contacting FACTS or our Business Manager, Trish Scherr, email scherrt@holyfamily.edu.org or call 610-759-0870.
5. Statement of year-to-date totals on CCP and VAP will be emailed to each family; October, January, March.
6. Amount of opt out/shortfall remaining as of April 30, 2020, or anytime at your request, is charged to your FACTS account on May 1, 2020 with a payment due date of 5/31/20. Any Rebate on cash card purchases and Volunteer Angel points earned during May will be adjusted off the FACTS balance weekly each Wednesday in May.
7. Discrepancies or disputed charges on your FACTS account or Statement should be resolved prior to the Due Date.
8. Students with any past due or delinquency during the school term will not be able to attend field trips, school extracurricular programs; dances, sports, drama club, band/instrumental lessons, aftercare, etc. until account is current.
9. Refer to handbook for the Holy Family School Tuition Collection Policy.
10. All fees must be paid, regardless of FACTS due date, to receive report card, attend graduation, AM breakfast & PM Ceremony, transcripts will be held.
11. Report card & school records will be held for any unpaid balance and mailed five (5) business days after payment is received.
12. All financial obligations must be met in order to qualify for scholarship or aid awards Award decisions are made in May. It is recommended that financial obligations for those applying be met by April 30.

STUDENT TRANSFER/WITHDRAW

1. The school office should be notified in writing of any student that is withdrawing or will not be returning the next term.
2. If a child transfers or withdraws and attends at least one day in a month, the entire month’s tuition will be charged.
3. Tuition, Cash Card Program Rebate, Volunteer Angel Point, and Parish Contribution are prorated for the months attended.
4. If there is a tuition or fee adjustment needed, it will be made on the FACTS account. If a refund is due, including if tuition is paid in full, the refund will be issued by check and mailed to the FACTS Primary Account Holder.
5. Report card and school records will be released once a letter in writing is receive and FACTS account is paid in full (5) business days after payment is received.