

HOLY FAMILY PRESCHOOL

TUITION, FEES & PAYMENT OPTIONS

2022-2023

<u>PROGRAMS AND TUITION</u>	<u>TIME</u>	<u>DAY</u>	<u>TUITION</u>	<u>MONTHLY (x10)</u>
Four-Year-Old Full day	8:10 – 2:45	Monday-Friday	\$4,470	\$447
Four-Year-Old 3 day	8:15 - 11:30	Monday, Wednesday, Friday	\$1,740	\$174
Three-Year-Old 2 day	8:30 - 11:00	Tuesday & Thursday	\$1,390	\$139

TUITION & FEES:

Tuition and Fees are collected using online-web based Simple Tuition Solutions. Tuition is charged by June. Additional fees may be 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 2022*. Discount 5% off the 1st Child Net Tuition
- **Semi-Annually** – Two (2) payments due August 2022 and January 2023*
- **Quarterly** – Four (4) payments due July 2022, October 2022, January 2023 and April 2023*
- **Monthly** – Ten (10) payments due August 2022– May 2023*

*Students registering after June 15, 1st payment is due before 1st day of school.

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

PAYMENT OPTIONS – Online or Postal Mail

STS Website: <https://app.simpletuitionsolutions.org/register?sc=20411>

Payment mailing address: Simple Tuition Solutions, LLC, P.O. Box 779 Camp Hill PA 17001

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

PAYMENT METHOD – Automatic (ACH), Check, or Credit Card**

**2.79% processing fee

STEPS TO COMPLETE REGISTRATION FOR 2022-2023:

1. Current Students start at #6, New Students continue to #2.
2. New Student only: Go to www.holyfamilynazareth.com and complete the Online Application under the Admissions tab.
3. Pay Non-Refundable New Student Online Application Fee is \$25.
4. Upload baptism certificate and birth certificate or return these to the office.
5. Once records have been reviewed and student is accepted, then you will receive an email with instructions on how to complete the Enrollment Packet online through FACTS Family Portal.
6. Go to Family Portal <https://logins2.renweb.com/logins/ParentsWeb-Login.aspx> click on enroll/reenroll, current information will be populated, fill in new information, review & update.
7. Next, Log-In to Simple Tuition Solutions (STS) if this is your first time, enter your information and create an account, then select a payment plan and method for Tuition and Incidental Fees - <https://app.simpletuitionsolutions.org/register?sc=20411>
8. Pay Non-Refundable Enrollment/Registration Fee **New Student** \$25 or **Current Student** \$50.

OTHER FEES

Incidental fees are billed 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.

Snack Fee – During Covid-19 restriction, students will provide their own snacks and Lunch. When restriction end, Snacks will be provided. Each family contributes to a fund to cover the cost of snacks. Annual Fee; 3 yr old- \$25, 4 yr old MWF half day - \$40, 4 yr old Full Day - \$125 will be charged with Tuition and due on or before 9/20/22.

Field Trips – The cost of any Field Trip is collected for each child. Transportation is provided by the parent.

Fun Run – Each student is responsible to sell 10 raffle tickets for \$10 each for our annual Fun Run fundraiser. Any unsold tickets will be billed to your account.

Lunch Bunch – “Special Lunch Hour” 11:30–12:30 for 4yr AM students immediately following dismissal \$6.00 each occurrence. Students bring their own lunch. Preschool Staff will schedule. Charges will be billed to your account.

Late Pick-up Fee - \$5.00 for each 5 minute increment after dismissal time. Fee will be charged to your account.

Cash Card Program - Support and participate in the Cash Card Program, a year round gift card fundraiser. As gift cards are purchased rebate is earned. Your rebates are totaled quarterly and 50% will be credited on your tuition balance and 50% will benefit the school. Cash Card Fundraising amount of \$400 4yr old Mon-Fri Full Day and \$100 3 yr old Tues/Thu and 4 yr old Mon/Wed/Fri half day. The fee is charged with Tuition. See page 2 for more information.

For additional information, contact our Advancement Director, Mrs. Lauri Catena 610-759-5642 x-118 email: catenal@holyfamily-edu.org.

PROGRAM, TUITION & FEES POLICY

- New Student enrollment spot in each program is prioritized in the following order: Siblings of current students (PK-8), Parishioners, attend HFS K-8, Non-Parishioners.
- Class Maximum is 20 students, ratio 1:10. We have a waitlist for students wanting to be contacted if a spot becomes available.
- Each class has 2 staff, Teacher and Aide.
- For enrollment in the 3 year program, child must be 3 years old by October 15, 2022.
- For enrollment in the 4 year program, child must be 4 years old by October 15, 2022.
- For enrollment in Kindergarten, child must be 5 years old by October 15, 2022.
- Children must be potty trained by the first day, no pull-ups permitted.
- Holy Family reserves the right to cancel a preschool class that is less than three-fourths enrolled.

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, fuel, prescriptions, dining/takeout, clothing, home project supplies, etc. Holy Family purchases these at a discount and resells them for face value. The difference is the rebate (profit). Detailed information can be found at <https://www.holyfamilynazareth.com/fundraising/cashcards.cfm>
2. Each Family must complete a Participation Agreement Form (PAF) designating 100% of their rebate to tuition credit program and uploaded during the registration process. This agreement continues year to year unless replaced by another.
3. Each new family will receive a welcome email with information to access the RaiseRight App and www.ShopwithScrip.com to place orders, pay-online, view account information, reset login information, view order history, and rebate totals.
4. Immediate and extended family, friends, businesses, co-workers & neighbors may designate their rebates to your tuition credit by providing a Participation Agreement Form (PAF). The agreement remains in effect year to year until replaced.
5. School families that have children in Preschool and/or PREP only need to meet the school requirement.
6. Cash Card Fundraising charge (\$400 PK4 Full Day or \$100 Partial Day Programs) is billed with tuition at the beginning of the school year.
7. The tuition credit program splits rebates earned 50% to tuition, and 50% to the school. Tuition credits are issued quarterly; August, November, February and May.

ADDITIONAL INFORMATION – Inquiries or requests should be emailed to Sandy Miller; millers@holyfamily-edu.org

1. If payment due date falls on a non-banking day, the due date is the next business day.
2. **Late Fee** of \$30 will be assessed on your account for any missed payment due date.
3. **Returned ACH's & bounced checks** will be charged a \$30 fee. Auto payers limit 3 attempts per invoice, occurring 7 day apart from each other with a notice 3 days prior to the attempted bank draft.
4. **Avoid Late and Return Fees**- due dates on an invoice during the school year can be changed with 4 business days' notice.
5. Discrepancies or disputed charges on your account or statement should be resolved prior to their Due Date.
6. Application, Enrollment/Registration Fees are non-refundable.
7. Students with any past due or delinquency during the school term may not attend lunch bunch, field trips, or any preschool extracurricular activity while account is delinquent. Delinquency of 60 days or more, may not attend class until account is current. Delinquency of 90 days or more will not remain enrolled.
8. All financial obligations must be met, regardless of due date, to receive certificate, report card, attend celebration, or to qualify for scholarship or aid awards for HFS for the next term.
9. Certificate or Report card will be held for any unpaid balance will be mailed five (5) business days after payment is received.
10. There is no multi-child discount or family rate available toward Preschool Tuition.

STUDENT TRANSFERS/WITHDRAW

1. The Preschool Teacher should be notified in writing of any student that is withdrawing or will not be returning the next term.
2. If a child attends at least one day in a month, the entire month's tuition is charged.
3. Tuition is calculated based on 9 month academic year (Sept-May).
4. Cash Card Participation requirement is prorated for months attended.
5. If there is a Tuition or Fee adjustment needed, it will be made on your account. If there is a refund due it will be issued by check and mailed to the primary account holder after all school property has been returned.
6. No refunds on withdraws after March 30th.