

# HOLY FAMILY SCHOOL

## TUITION, FEES & PAYMENT OPTIONS

### 2021-2022

**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	Your Cost of Tuition	10 Monthly Payments	Registration (6)	Cash Card Program (4)	Technology Fee	Home & School Fee	Total Tuition & Fees Paid by Family	20 Volunteer Hours or Buy Out (5)	Total Tuition & Fees if Elect to Buy Out (3)
One Child	\$7,300	\$3,450	\$3,850	\$385	\$150	\$400	\$125	\$40	\$4,565	\$400	\$4,965
2nd Child	\$7,300	\$4,695	\$2,605	\$260	\$150		\$125		\$2,880		\$2,880
3rd Child	\$7,300	\$5,860	\$1,440	\$144	\$150		\$125		\$1,715		\$1,715
4th Child+	\$7,300	\$7,300	\$0	\$0	\$150		\$125		\$275		\$275

**Category "B" Active Catholic Non-Parishioner Family (2) or Non-Active Parishioner Family (1)**

	Cost of Education Per Child	Parish Subsidy	Your Cost of Tuition	10 Monthly Payments	Registration (6)	Cash Card Program (4)	Technology Fee	Home & School Fee	Total Tuition & Fees Paid by Family	20 Volunteer Hours or Buy Out (5)	Total Tuition & Fees if Elect to Buy Out (3)
One Child	\$7,300	\$2,410	\$4,890	\$489	\$150	\$400	\$125	\$40	\$5,605	\$400	\$6,005
2nd Child	\$7,300	\$4,435	\$2,865	\$287	\$150		\$125		\$3,140		\$3,140
3rd Child	\$7,300	\$5,715	\$1,585	\$158	\$150		\$125		\$1,860		\$1,860
4th Child+	\$7,300	\$6,508	\$792	\$79	\$150		\$125		\$1,067		\$1,067

**Category "C" Non-Catholic Family**

	Cost of Education Per Child	Parish Subsidy	Your Cost of Tuition	10 Monthly Payments	Registration (6)	Cash Card Program (4)	Technology Fee	Home & School Fee	Total Tuition & Fees Paid by Family	20 Volunteer Hours or Buy Out (5)	Total Tuition & Fees if Elect to Buy Out (3)
One Child	\$7,300	\$2,265	\$5,035	\$503	\$150	\$400	\$125	\$40	\$5,750	\$400	\$6,150
2nd Child	\$7,300	\$2,265	\$5,035	\$503	\$150		\$125		\$5,310		\$5,310
3rd Child	\$7,300	\$2,265	\$5,035	\$503	\$150		\$125		\$5,310		\$5,310
4th Child+	\$7,300	\$4,783	\$2,517	\$252	\$150		\$125		\$2,792		\$2,792

(1) To qualify for the **Active Parishioner** Family tuition rate in Category A, the family must be registered and attending Holy Family Church and contributing a minimum of \$20 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 2020 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) Technology Fee, Sacramental Fee (if applicable), and Home and School Fee are charged on FACTS at the time Tuition is charged with a due date of 9/20/21. Other program costs and fees may apply based on student status and participation (field trips, Jr.Honor Society Dues, Graduation, etc.) and charged on FACTS during the school year.

(4) 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 and is charged on FACTS with Tuition. See page 3 for more information.

(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. See page 2 for more information.

(6) Registration of Current Students: Early Registration January 31, 2021 to February 17, 2021 - \$60 per student; February 18, 2021 and thereafter - \$150 per student. 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.**

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

## Tuition & Fees Policy

### **TUITION & FEES:**

Tuition and Fees are collected using online-web based FACTS Management Program. Tuition is charged 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 2021\*. Discount 5% off the 1<sup>st</sup> Child Net Tuition
- **Semi-Annually** – Two (2) payments due August 2021 and January 2022\*
- **Quarterly** – Four (4) payments due July 2021, October 2021, January 2022 and April 2022\*
- **Monthly** – Ten (10) payments due August 2021– May 2022\*

\*Students registering after June 15, 1<sup>st</sup> payment is due before 1<sup>st</sup> day of school.

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

**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 27, 2021** for optimal award for academic year 2021-2022. More information is on separate document titled **SCHOLARSHIP GRANTS & FINANCIAL AID 2020-2021**.

### **STEPS TO COMPLETE REGISTRATION FOR 2021-2022**

1. Current Students start at #6, New Students continue to #2.
2. Go online to [School Website Admissions Tab Online Application](#) and complete the Online Application.
3. The Online Application fee is \$25 (non-refundable).
4. Upload baptism and birth certificates or return these along with the Request for Records to the office.
5. 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 FACTS ParentsWeb Family Portal.
6. Go on Parent portal; click on enroll/reenroll, current information will be populated, fill in new information, review & update.
7. As part of the Enrollment Packet, you will select a payment plan and method for Tuition and Incidental Fees.
8. The New Student Enrollment/Registration Fee is \$125 (non-refundable), Current Student \$150, discounted \$60 1/31-2/17.

### **OTHER PROGRAMS & INCIDENTAL FEES**

Incidental fees are billed on FACTS separately throughout the school year. Due date will be, in most cases, the 20<sup>th</sup> 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.

**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 charged on FACTS.

**GRADUATION:** Cap & Gown Fee

**LUNCH PROGRAM:** Student Hot Lunch and A La Carte.

**SACRAMENTAL FEES:** 2<sup>nd</sup> Grade Communion, 6<sup>th</sup> Grade Youth Bible, Confirmation Fees charged in 7<sup>th</sup> & 8<sup>th</sup>.

**SUPPLY CLOSET:** Student school supplies available for purchase & Items required on each Teacher supply list.

**YEARBOOK:** Orders are taken at the end of school year.

**OTHER PROGRAMS:** Band/Instrument Instruction, Theatre/Drama Instruction, CYO Sports (Basketball, Volleyball, Track, and Cross Country), Scouts, Stem Club, Student Council, National Junior Honor Society and more.

## Tuition & Fees Policy

### CASH CARD PROGRAM (CCP) – coordinator email: [hfcc@hollyfamily-edu.org](mailto:hfcc@hollyfamily-edu.org)

1. Year round fundraiser in which families purchase gift cards for their everyday purchases such as groceries, fuel, prescriptions, dining/take out, clothing, etc. 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 the RaiseRight App and [www.ShopwithScrip.com](http://www.ShopwithScrip.com) to place orders, pay-online, view account information, reset login information, view order history, and rebate totals.
3. Each Family must complete a Participation Agreement Form (PAF) designating 100% of their rebate to School tuition fulfillment and uploaded during the registration process. This agreement continues year to year unless replaced by another.
4. \$400 Cash Card Fundraising charge is applied to tuition at the beginning of the school year. All rebates earned are shared with the family, 50% to tuition, and 50% to the school.
5. School families that have children in Preschool and/or PREP only need to meet the school requirement.
6. Immediate and extended family, friends, businesses, co-workers & neighbors may designate their rebates to credit your tuition by providing a Participation Agreement Form (PAF). The agreement remains in effect year to year until replaced.
7. Tuition credits will be issued on FACTS quarterly; August, November, February and May.

### VOLUNTEER ANGEL POINTS (VAP) - coordinator email: [hfvap@outlook.com](mailto:hfvap@outlook.com)

1. Families earn a minimum of 20 Angel Points by volunteering May 1 through April 30.
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. Statement of year-to-date totals will be emailed to each family; October, January, March.
7. Each point is equivalent to one (1) hour and is equated to \$20.00.
8. Family may opt out monetarily for \$400.00 or \$20 per point.
9. Amount of opt out/shortfall remaining as of April 30, or anytime at your request, is charged to your FACTS account the first week of May with a payment due date of May 20<sup>th</sup>.

### 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 missed due date on the 1<sup>st</sup> 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 by emailing Sandy Miller, [millers@hollyfamily-edu.org](mailto:millers@hollyfamily-edu.org) with 4 business days' notice.
5. Discrepancies or disputed charges on your FACTS account or Statement should be resolved prior to the Due Date.
6. Enrollment/Registration, Technology and Home and School Fees are non-refundable.
7. Holy Family Church Parishioners can view their Parish Contribution detail: <https://allentown.parishsoftfamilysuite.com/Default.aspx>
8. Students with any past due or delinquency during the school term will not be permitted to attend field trips, school extracurricular programs; dances, sports, drama club, band/instrumental lessons, aftercare, etc.
9. Refer to [School Handbook](#) for more details on policies, fees and the Tuition Delinquency Policy.
10. All fees must be paid, regardless of FACTS due date, to receive report card, attend year end celebration including graduation.
11. Report card, school records, and transcript will be mailed five (5) business days account is paid in full.
12. All financial obligations must be met in order to be eligible for scholarship or aid awards the next term.

### 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, and Volunteer Angel Point 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, the refund will be issued by check and mailed to the FACTS Primary Account Holder after all school property has been returned.
5. Report card, school records, and transcript will be mailed five (5) business days account is paid in full.