

# Financial Agreement Form 2015-2016

## Lansing Catholic High School

Please complete **BOTH** sides of this Financial Agreement Form. Tuition payment plans will be based on the information provided. Payment plans will be mailed by June 30, 2015.

**1. Registration Fee:** \_\_\_\_\_ \$100 per student if received by April 15, 2015

\_\_\_\_\_ \$200 after April 15, 2015

Check # \_\_\_\_\_ Amount

This **non-refundable** fee must accompany this form and be received before the registration is processed.

**2. Tuition Payment Options:** (please check one):

Payment in full by July 15, 2015

Semester payments, due July 15, 2015 and January 15, 2016

Quarterly payments, due July 15, and October 15, 2015 and January 15, and May 15, 2016

Monthly payments, due July 15, 2015 through May 15, 2016

(A one-time \$50 payment fee is included in this plan)

Please process my payments through EFT. I have attached a voided check showing my account number.

Signature: \_\_\_\_\_

**3. Student Activity Fee:**

Please check one payment option.

Check enclosed for payment in full \$200 per student

Check # \_\_\_\_\_ Amount \$ \_\_\_\_\_

Please roll this fee into my tuition payment plan.

**4. Student Technology Fee: (freshman class of 2019 only)**

Please check one payment option.

Check enclosed for payment in full \$50.00 per student

Check # \_\_\_\_\_ Amount \$ \_\_\_\_\_

Please roll this fee into my tuition payment plan.

**Payments:** Payments may be made by cash, check, electronic funds transfer (EFT) or credit card (2.5% service fee applies). We will accept MC, Visa, and Discover). Payments are due by the 15<sup>th</sup> of the month. Payments not received in the school office by the 20<sup>th</sup> of the month will incur a \$15 late fee. **Returned Check Fee:** Checks returned by the bank for any reason will incur a \$35 returned check fee. This fee will be added to your tuition account.

**Delinquency:** Any tuition payment not received by the payment due date (or within the five day grace period) shall be considered delinquent. Parents will be notified in writing that their account has become delinquent and that they must respond or make payment within (5) days. Failure to respond to the delinquency notice may result in the student's suspension from school. Upon receiving the notice of suspension, parents will have the following options: (a) pay the delinquent tuition, (b) submit, in writing for approval, an alternative payment plan, or (c) request financial assistance in writing. The student may remain in attendance while the request is under review. Student exam waivers, report cards and student records will be withheld for non-payment of tuition. All accounts must be paid in full by May 15, 2016. No student will begin a new school year unless the previous year's account is paid in full.

**Withdrawal:** After tuition payments begin July 15, 2015, the tuition rate for any student who withdraws will revert to a daily rate and the tuition due will be pro-rated for the actual number of days enrolled. In addition, the family will be assessed a withdrawal fee of \$600.00 per student.

**4. Please sign: I have read, understand, and agree to abide by the tuition payment policies stated above.**

\_\_\_\_\_  
Parent Signature/Date

\_\_\_\_\_  
Parent Signature/Date

**To be completed by parents/guardians:**  
(Person responsible for tuition payments)

\_\_\_\_\_  
Name(s) please print

\_\_\_\_\_  
Address

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Phone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

\_\_\_\_\_  
Email Address:

**List ALL students who will attend Lansing Catholic in 2015/2016**

\_\_\_\_\_  
Name Grade  
2015/16

\_\_\_\_\_  
Name Grade  
2015/16

\_\_\_\_\_  
Name Grade  
2015/16

**Please call the Tuition Office (267-2107) with any questions regarding your tuition obligation.**

**(PLEASE COMPLETE REVERSE SIDE)**

## Lansing Catholic High School 2015/2016 Tuition Calculation Worksheet

**Using the chart below, please complete the tuition worksheet for your family. Your payment plan will be based on the information provided.**

	1 Student	2 Students
<b>A. Cost to Educate ( Tuition)</b> (Calculated by projecting total operating expenses divided by projected enrollment)	\$8,440	\$16,880
<b>B. School Development Discount</b> (Funded by development revenue and other non- tuition income, you may choose to decline this discount to support tuition assistance) See Worksheet Below	(-\$900)	(-\$1800)
<b>C. Multi-Student Discount</b>	-0-	(-\$600)
<b>D. Parish Student Discount (formerly known as Parish Subsidy)</b> Average discount is \$600 per student. Amounts vary by parish. Please check with your parish for subsidy amount, requirements, and deadlines.	(-\$600)	(-\$1,200)
<b>E. Tuition Assistance</b> Apply through Private School Aid Service (PSAS).	Need based	Need based

**\*Three or more students please call the tuition office for rates and information: 517-267-2107  
Please fill out worksheet completely:**

<b>Our Family</b>	
Number of Students enrolled for the 2015/2016 school year _____	
<b>1. Cost to Educate</b> (from line A above)	\$ _____
<b>2. School Development Discount</b> Number of Students _____ x \$900.00 =	(Less) - \$ ( _____ )
<i>Our family will voluntarily DONATE some or all of the School Development Discount to support the Tuition Assistance Program for families in need.</i>	
<i>Please circle the amount you are <b>donating back per student</b> to the Lansing Catholic Tuition Assistance Program.</i>	
<i>(Lansing Catholic will provide you with documentation of your <b>donation</b> under section 170 of the I.R.S.)</i>	
\$900    \$700    \$500    \$300    \$100    \$0      x Number of Students	=    + \$ _____ <i>(write in amount of total donation)</i>
<b>3. Adjusted Tuition</b> (total of lines 1 , 2, and 3)	= \$ _____
<b>4. Multi-Student Discount</b> (fill in if more than one student, see chart above)	(Less) - \$ ( _____ )
<b>5. Subtotal</b> (subtract line 4 from line 3)	= \$ _____
<b>6. Parish Student Discount</b> (if requesting and approved) per student	(Less ) - \$ ( _____ )
_____	
<b>Name of Parish</b> (please confirm with your parish amount )	
<b>7. Total</b> (subtract line 6 from line 5)	= \$ _____
<b>8. Tuition Assistance</b> I will be applying for tuition assistance in the amount of: _____	\$ _____
Complete the Tuition Assistance Application and mail directly to <b>Private School Aid Service (PSAS) with a check enclosed for \$30.00</b> . Applications are available online at <a href="http://www.lansingcatholic.org">www.lansingcatholic.org</a> or at <a href="http://www.dioceseoflansing.org">www.dioceseoflansing.org</a> . The application deadline is March 16, 2015.	