

# Rainier Christian Schools 2010-11 Financial Policies

## **Application Fee and Registration Fee**

All students are charged an annual application fee to cover the cost of interviewing, testing and evaluation and it is **non-refundable**. The full annual registration fee must be paid for each student enrolling in childcare/preschool through grade 12, up to the family maximum and is **non-refundable once the student is enrolled**.

## **Facility Fee**

Newly enrolling families in RCS are charged a **one-time** facility fee. This fee helps maintain and improve RCS facilities and is **non-refundable**.

## **Responsibility for Payment of Fees**

The parent or legal guardian(s) who sign(s) the Financial Agreement upon enrolling the student for the school year is fully responsible for payments of all fees according to established payment schedules of Rainier Christian Schools. Parties who agree to share responsibility for fees must both (all) sign the financial agreement.

## **Payment Terms/Methods**

**Parents must select a payment plan at the time of enrollment.** Monthly payments of annual tuition and fixed monthly fees (transportation, childcare) may be paid by electronic fund transfer (EFT) payments through FACTS with the balance paid in full by June 20th. There is a fee charged by FACTS for this service. See FACTS brochure for further information and payment policies. An advance payment directly to RCS may be required depending on the number of months' payment plan chosen and the processing time required. For 12 month plan, must register by June 1, 2010. For 11 month plan, must register by July 1, 2010. For 10 month plan, must register by August 1, 2010. **Annual tuition** payments received at the RCS Administrative Office on or before August 2, 2010 qualify for a 3% discount. **Semi-Annual tuition** paid in full in two equal installments, received on or before August 2, 2010, and January 3, 2011, respectively, qualifies for a 1.5% discount. No discounts are applicable after these due dates. Annual and semester fees as well as any variable fees billed by RCS may be paid by credit card (Visa or MasterCard). There is NO fee for credit card payments.

## **Result of late payments/NSF checks/Delinquent accounts**

A \$25.00 late fee may be charged monthly for accounts more than 15 days past due. A \$25.00 fee will be assessed for each check returned for insufficient funds, etc. A late fee will be assessed by RCS the second consecutive time a scheduled payment through FACTS is unsuccessful. *NOTE: Accounts must be current for students to participate in extra-curricular activities. School records may be retained by RCS until account balances are paid in full.*

## **Pro-ration/Withdrawals/Late Enrollment**

Variable fees such as bus, monthly childcare plans, and preschool only classes are annual fees based upon the school calendar. A billing adjustment may be necessary for initiation, termination, or change in service during the school year and are determined based on a pro-ration schedule.

Parents must provide advance notice in writing at least five (5) days prior to a student's withdrawal. Tuition pro-ration is based upon the last day the child attends school. As tuition is stated as an annual fee, pro-ration may result in an additional amount due, based on the number of school days attended.

Should the school initiate the withdrawal, the tuition pro-ration will be determined by the effective date of termination.

A detailed schedule of dates and percentages is available upon request. All tuition payments received in excess of withdrawal fees or pro-rated tuition will be refunded.

When a student enrolls on or after the first day of classes, tuition is pro-rated based on the portion of the grading period to be completed. A detailed schedule of dates and percentages is available upon request.

## **Condition of Attendance**

On the first day of school, a child may not be admitted to class unless the registration fee, application fee and at least one-tenth of the annual tuition have been paid. (For second semester, one-fifth of the semester tuition must be paid.) Students may be denied admission to class when an account is 60 days or more past due. Failure to maintain timely payments, or pay past due amounts after repeated requests, per the financial arrangements agreed upon with RCS, may jeopardize the child(ren)'s enrollment and/or result in an account being turned over to an outside collection agency. This does not reduce, eliminate, or waive any obligation to pay amounts owed to RCS. School records may be retained by RCS until all account balances are full. *NOTE: Accounts must be current for students to participate in extra-curricular activities.*

## **Vacations, Holiday, Illnesses, etc.**

Children enrolled in full-time, year round childcare, may request a one-week vacation credit after 6 months, and another one-week credit after 9 months. Maximum vacation credit per year is 2 weeks, per full time, year round student. Credit for each child is 20% of the monthly fee.

Credits for tuition, childcare, preschool and other variable fees are not available for vacations, holidays, illnesses, or unscheduled school closures (snow, power, etc).

## **Multiple Child Discounts**

RCS tuition rate schedules provide discounts for multiple children in a family. The student enrolled in highest grade within RCS is considered first child. All children must be legal dependents of the same parent(s) to be eligible for discounts.

## **Financial Aid**

A limited amount of need-based financial aid is available each school year. The Application fee (if after the deadline) for each student MUST be included with the Financial Aid application. Application forms and brochures describing financial aid policies are available at each campus office and on the RCS website, [www.rainierchristianschools.org](http://www.rainierchristianschools.org). Annual payment or FACTS payment is required if financial aid is given.

## **Before and After School Childcare/Preschool Childcare**

Prepaid child care cards and monthly fee plans are available for before and after school childcare at our elementary schools. See the elementary childcare brochure, which describes the options available and the policies that apply to these programs. Monthly options will be added to your monthly FACTS plan, if you have chosen that payment option. Changes in plans will only be done at the beginning of the month. Exceptions must be approved by administrator.

## **Other Variable Charges**

RCS campuses may charge various fees in addition to those published in the fee schedule. These fees may be related to athletic participation, book fines, testing, I-20 processing (International Students), meals, tan cards, etc. Fees may be added to your monthly FACTS payment upon notification by invoice.