Saint Agnes School — Tuition Payment Agreement 2017-18 School Year

For purposes of payment, our school participates in the FACTS Tuition Management program. School tuition, Extended Day and After-Care programs, PTO and Field Trip fees are included in the tuition management program. **Every** family is required to enroll in the FACTS system whether the family pays in full or by installment program.

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Student name					
	First Specify the nam	Middle ne of your youngest	Last child in Saint Agnes So	Suffix chool.	Grade
Sibling(s) enrolled at Saint Agn	es School for the 20	17-18 school yes	ar, along with their e	xpected grade:	
		_ _			
Name	Grade	,	Name	Grade	
Name	Grade	<u> </u>	Name	Grade	_
Father/Guardian name	First	Midd	dle	Last	Suffix
Mother/Guardian name	First	Midd	dle	Last	Suffix

PLEASE INDICATE THE PAYMENT PLAN YOU AGREE TO FOLLOW (CHECK ONLY ONE):

PAYMENTS WILL OCCUR VIA AUTOMATED DEBIT FROM A CHECKING, SAVINGS OR CREDIT CARD. FAMILIES WITHOUT FACTS ACCOUNT MUST ENROLL VIA THE SCHOOL WEBSITE: WWW.SAINTAGNES.ORG/SCHOOL/ADMISSIONS/TUITION-AND-FINANCIAL-AID/.

For the credit card option only, FACTS charges a 2.85% convenience fee

Please note: Current school families will have the Registration fee collected through FACTS.

1. **PREPAYMENT OF TUITION AND FEES:** Payment is due by **June 30, 2017**. No discount for prepayment is offered. Please enroll in FACTS payment plan *at the time of registration* and select pay in full option.

AUTOMATIC MONTHLY PAYMENTS:

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2. **NEW FAMILIES:** For automatic debits from a checking account, savings account, or credit card, payment arrangements must be made *at the time of registration*.

After the registration process is complete, St. Agnes will notify FACTS of the total amount to be billed through the FACTS payment plan. This amount includes tuition and other applicable fees. Financial aid awarded will be deducted. FACTS will send you the payment schedule prior to the first payment in July, 2017. Monthly payments begin in July, 2017 and end in April, 2018.

3. **CURRENT FAMILIES:** For parents/guardians of currently enrolled Saint Agnes School students who will continue their existing FACTS Agreement for automatic debits from a checking account, savings account, or credit card please create a 2017-18 payment plan in FACTS and update any outdated FACTS information.

St. Agnes will adjust the billing amount to reflect the 2017-2018 tuition rate for all students enrolled and other applicable fees. Financial aid will be deducted. FACTS will send you the payment schedule prior to the first payment in July, 2017. Monthly payments begin in July, 2017 and end in April, 2018.

For questions regarding these payment options, please contact the Parish business office (703-525-1166

or accounts@	@sain	tagnes.o	rg).									
Please print 1	legib	ly.										
Title		Mr.		Mrs.		Ms.		Miss		Dr.	Other	
Name of pers		sponsible										
				Fir	st		Mida	lle		Las	st	Suffix
				R (e.g.	elationsł , Father,	nip to Stue Mother, (dent(s) Guardian)				
Address												
							Address	line 1				
							Address	line 2				
				City					Sta	ate		ZIP
Phone												
			Но	ome			Worl	k			Cell	
E-mail				- 11 1-1								
			Em	ail address								

I agree to make tuition payments for the 2017-18 school year according to the option marked above. I understand that any balance still owed at the end of the school year must be paid in full by May 31, 2018 in order for the student to return for the following school year. I understand that failure to resolve an outstanding tuition balance by May 31, 2018 may result in outside collection proceedings being initiated.

After June 30, 2017, if your student(s) withdraws, your tuition will be pro-rated according to the *Tuition Payment and Refund Policy*. Withdrawal must be made in writing to the Principal. The balance will be due at the time of the withdrawal.

By signing this agreement, I acknowledge that I have received, read and understand the following policies:

- 1. Tuition Payment and Refund Policy.
- 2. The registration fee is non-refundable.
- 3. I agree to fulfill my financial commitment.

 Signature of primary responsible party
 Date

 Check here if a second party will pay a portion of the tuition payments separately.
 % 2nd party responsible for:______ or
 Name of second responsible party
 Signature of second responsible party
 Date

Submit this completed form, along with the other (re-)registration materials , the non-refundable \$250 per family registration payment (for new families only), to the School Office.