



2017-18 Tuition Rates & Financial Policy

# of Students	Catholic/Supporting Parishioner*	Non-Parishioner
	Tuition Rate	Tuition Rate
1 Student	\$ 4,584	\$ 5,234
2 Students	\$ 8,574	\$ 9,881
3 Students	\$ 12,055	\$ 14,014
4 Students	\$ 13,968	\$ 16,582

Required Annual Fees:

Registration (per family)	\$ 150	due at the time of registration
Testing Fee (new students K-8)	\$ 25	due at the time of testing
Book Fee (per student)	\$ 175	billed through FACTS
Activity Fee (per student)	\$ 25	billed through FACTS
Lunch Volunteer (per family, K-8)	\$ 20	(or 2 hours) due by the last day of the school year**
Care and Share (per family)	\$ 250	(or 25 hours) due by the last day of the school year**
Extended Day Program	\$ 25	only if the program is used, billed on monthly statement**

Tuition Payment

All Saints uses FACTS Management Company (FACTS) to collect tuition payments. All families must use this system.

New families will receive an email from FACTS directing you to set up your payment options. This email usually comes after the current school year is complete. Your tuition management plan must be set by June 25th. If it is not, your spot will be given to the next student on the waiting list.

FACTS provides a choice of monthly, semi-annual, or one-time payments. If you use the monthly option, there is a \$45 enrollment fee and a 4% carrying charge on the tuition amount. Eleven equal payments (tuition plus fees) will be divided over eleven months with the first payment in July and the final payment in May (fewer for families that transfer in late). If you use the semi-annual option (July and January), there is a \$10 enrollment fee and a 4% carrying charge on the tuition amount. All payment withdrawals are on the 5th of each month. If the 5th falls on a weekend it will be withdrawn on the following Monday. You can use a bank account or credit card. If you chose the one-time payment it will be withdrawn on July 5th. There are no additional fees if using a bank account. If you use a credit card for any payment option there is an additional 2.85% fee.

Existing families will be automatically set up with the previous year's payment plan. If you wish to change from monthly-pay to semi-annual or one-time pay, please email the bookkeeper (lking@allsaintsba.com) by June 25th. Changes to your bank account or credit card information must be made by logging into your FACTS account.

*Tuition Rate for Catholic Families

The discounted parishioner rate will be given to families whose parish agrees to provide a subsidy. It is the family's responsibility to resolve parishioner status disputes with their parish. If you change parishes or your status changes during the school year, you must notify the school and you will be billed for the difference. Any questions about your eligibility to receive the parishioner rate should be addressed with your parish. St. Benedict's does not provide subsidy for Pre-K students.

St. Anne's requires a pastor's signature on the registration form for St. Anne's families that have not received the subsidy before, before turning it into the school in order to receive the subsidy/parishioner rate.

Financial Aid Assistance

St. Francis Tuition Assistance & GO Scholarships

Catholic families of students Kindergarten through 8th grade may apply for tuition assistance through the St. Francis of Assisi Trust. Catholic and Non-Catholic families of students Pre-K through 8th grade may apply for scholarships through the GO for Catholic Schools Scholarship Fund. Consideration for both sources of aid is made through one online FACTS application at online.factsmgt.com/aid after registration is received by the school. There is a non-refundable application fee of \$30, payable online, and the deadline to apply is April 15th. No paper versions of the application are available. Customer Service questions about the application can be directed to FACTS at 1-866-441-4637. The amount of assistance granted is determined by the Trust and the Scholarship Fund, and not All Saints.

All Saints Tuition Assistance

When possible, All Saints sets aside funds for tuition assistance to Catholic and Non-Catholic families of students Pre-K through 8th grade. To apply for aid from All Saints submit a physical copy of your completed online FACTS tuition assistance application from online.factsmgt.com/aid after registration is received by the school. The application should be in a sealed envelope with the student's name, attn. Principal Scalet, and the date submitted on the front of the envelope. The Principal and Pastoral Administrator review the applications and determine the amount awarded based on the need. Applications for All Saints Tuition Assistance are confidential and must be received by April 15th.

Notification of Aid Awarded

Notification letters of aid awarded through All Saints, GO, and the St. Francis Trust will be emailed after the school receives notification, usually in the middle of May. The total aid amount awarded will be applied to your bill within FACTS. Again, you must be enrolled in order to be considered for financial aid.

Refund of Tuition

Refunds of tuition and fees will be pro-rated over the school year. If a student attends any part of the month, they will be charged for the entire month.

Care and Share

Each two-parent family is expected to work 25 volunteer hours on school related projects or activities or pay the \$250 Care and Share Program fee. This requirement is 12.5 hours, or \$125, for single-parent families (a single-parent family for this purpose is defined as a family with only one parent living in the Tulsa Metro area). Care and Share hours are submitted on a log sheet once all hours are complete. A minimum of 2 hours are required in the lunch room or you will be assessed the \$20 fee.

Lunch Room Duty Requirement

Every family is required to volunteer 2 hours in the lunch room, help serve, clean, set up, etc. This can be completed anytime over the course of the school year. Hours worked in the lunch room *over* the required 2 can be counted toward Care & Share. If you only have a Pre-K student you are not required to complete these 2 lunch room duty hours. Families that do not complete this requirement will be billed \$20.

Financial Situations Not Covered by Existing Policies

Occasionally, circumstances arise where no existing policy directs the administration. In these cases, the decision rests with the school administration.

****Fees in Accessible in ParentsWeb**

Lunch fees and Extended Day Program fees are all viewable through ParentsWeb. These fees are paid directly to the office via check throughout the school year. We ask that you keep a positive balance on the lunch account.

Late Charges

Charges must be paid by the date due. All Saints delinquent accounts not paid by the date due are subject to late charges beginning at 30 days past due and continue monthly until paid in full.

Late fees structure is handled in FACTS.

Collection of Tuition and Other Fees (lunch, extended day program, care and share, and lunch duty)

1. All Saints' policy prohibits anyone with a delinquent account from registering for class, obtaining transcripts or grade reports. If your account shows past due charges, you can avoid delays in registering for next school year by making immediate payment.
2. All Saints' policy prohibits anyone with a delinquent account from starting the next quarter if past due accounts are not paid in full.
3. All Saints' policy prohibits a child to remain on the class list if the account is delinquent past April 15 and remain in good standing through final tuition payment.
4. If a child is not permitted to attend class due to delinquent accounts, they will not be able to participate in any school activity.
5. All Saints policy allows for brown bags lunches to be provided to students with account lunch balance exceeding \$25 until paid in full. Cost of brown bag lunches will accumulate on account balances.
6. When extended day program balances exceed \$25 and have not been paid by the end of the month, a \$25 late fee will be assessed. If an unpaid balance is carried over from the previous month in the amount of \$50, the child will not be able to return to aftercare until the balance is paid in full.
7. Delinquent accounts will be referred to outside collection agencies and will be reported to national credit bureaus. Should it become necessary for All Saints to retain an attorney or collection agency to secure payment of any amount due, the debtor is responsible for paying all attorney's fees, court costs, and collection agency charges.

Hardships:

8. If parent/s or guardians are in a hardship situation please contact the business office.
9. It is our wish to help every family work through financial hardship. Per policy 8100.7 of the Diocese of Tulsa Catholic Schools policies and procedures.