

**MOST HOLY TRINITY PARISH
ELEMENTARY
AND
JUNIOR HIGH SCHOOL**



**REGISTRATION, TUITION, FEES, AND
FINANCIAL POLICIES
2018 – 2019**

Due at the time of Registration

Non-Refundable Fees

Per Student Non-Refundable Registration Fee

<i>If student registers on or before June 30th</i>	\$ 100
<i>If student registers on or after July 1st</i>	\$ 150

Per Family Non-Refundable FACTS Enrollment Fee

<i>If Facts single payment plan option is selected</i>	\$ 20
<i>If Facts monthly payment plan option is selected</i>	\$ 50

Per Student 2nd and 8th Grade Fees

2nd Grade Sacrament Fee (All 2 nd Grade Students)	\$ 50
8th Grade Sacrament Fee (All 8 th Grade Students)	\$ 50

IMPORTANT NOTES:

A student is not placed into a class until the student is completely registered. Registration is complete only when the registration fees are paid in full, the registration forms are accurately submitted, and the FACTS enrollment process is complete.

Each class will be capped at 25 (+1) students. Current students will be grandfathered into a class above the cap if their Registration process is completed on or before April 30th. After this time, seats will be filled on a first-come basis.

A family will not be allowed to register for the 2018-2019 academic year if their account is delinquent or, if after June 20th 2018 their 2017-2018 financial obligations are not paid in full.

Non-Refundable Other Fees - Billed as incurred

Per Student Non-Refundable Fees

Athletics Fee (per sport)	\$ 10
Latch Key (per hour - billed in 15 min segments)	\$ 7

Other Fees

Late Payment Fee	\$ 30
Insufficient Funds Fee	\$ 30
Withdrawal Fee	\$ 500
Invoice Fee (charged on invoices for balances over 30 days)	\$ 10

Tuition: Early Childhood – 8th Grade

Tuition per Student	\$ 4,600
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Tuition Payment Options

To assist our families, Most Holy Trinity School offers five (5) tuition payment options, ALL of which are administered through FACTS Tuition Management (one enrollment per family):

1. Single Installment- Single installment: July (Choice of 1st or 15th Due Date)
2. 10 Installments- Consists of 10 equal payments: July –April (Choice of 1st or 15th Due Date)
3. 11 Installments – Consists of 11 equal payments: June – April (Choice of 1st or 15th Due Date)
4. 20 Installments- Consists of 20 equal payments with 2 payments each month: July –April (1st and 15th Due Date)

ALL families MUST enroll in FACTS Tuition Management. This account is used for additional charges throughout the year in addition to tuition. Payments options include automatic deduction (ACH), or by credit card **only**. In school payments are always welcome.

IMPORTANT NOTES:

Payments received after the specified due date will result in the charge of a \$30 Late Fee.

Payments which are returned for insufficient funds will be assessed a \$30 Insufficient Funds Fee.

Parents/guardians unable to make tuition payments on schedule are required to contact the Parish Business Office immediately.

A student's tuition account must be current to begin school in the fall, at each semester quarter, and to begin the second semester.

Any student with a delinquent balance may be subject to exclusion from school activities (graduation, trips, dances, etc.).

Parents and students will not have access to Fast Direct, class credits, report cards, progress reports, schedules, diplomas, or transcripts and no records or information will be given to a 3rd party or transferred until the account is made current.

All financial obligations for 8th graders must be paid in full no later than **April 30th** or the student may not attend or participate in the graduation exercises.

Tuition Refund Policy

A student is considered enrolled once their Registration is complete and the tuition year has begun (July 1). The semester tuition is due prior to the start of a semester. Should a student withdraw or be asked to leave Most Holy Trinity School they forfeit all fees, financial assistance, discounts, and the tuition deposit. Their account will be charged the Withdrawal Fee. The net semester tuition will be reimbursed, if applicable, as follows:

Withdraw during week 1	100 % of net semester tuition less withdrawal fee
Withdraw during week 2 & 3	75 % of net semester tuition less withdrawal fee
Withdraw during week 4 & 5	50 % of net semester tuition less withdrawal fee
Withdraw during week 6 & 7	25 % of net semester tuition less withdrawal fee
Withdraw week 8 and after	0 % NO tuition refund. Withdrawal fee owed

Financial Assistance Opportunities

Multiple Child Discount – A \$500 per student multiple child discount will be applied to all families where the parent/responsible party is financially responsible for more than one full-time students attending Most Holy Trinity School.

St. Patrick's Fund – A \$1,000 tuition assistance award is given for students that meet the following criteria (K – 8th):

- Catholic
- Baptismal certificate on file at Most Holy Trinity School
- Letter from parish priest confirming they are a member of a Catholic parish

Little Saints Financial Assistance Awards (K – 8th) – Need based financial assistance award. Award amounts vary. To apply, families need to submit the following no later than March 31st:

- Complete Facts Financial Assistance Application process administered through Facts Tuition Management. This includes completing the application and providing all required documents to FACTS. To apply for financial aid, visit: <https://online.factsmgt.com/signin/3GDLF>
- Little Saints Financial Assistance application.

Trinity Education Foundation Financial Assistance Awards (K – 8th) – Need based financial assistance award. Award amounts vary. To apply, families need to submit the following no later than March 31st:

- Complete the Facts Financial Assistance Application administered through Facts Tuition Management. This includes completing the application and providing all required documents to FACTS. To apply for financial aid, visit: <https://online.factsmgt.com/signin/3GDLF>
- Trinity Education Foundation Financial Assistance application.

St. Thomas Aquinas Academic Scholarship – This \$500 award is given to students that score 75 or higher on their annual IOWA test. \$250 for those scoring 51-74. No application is necessary.

Archdiocese of Detroit Financial Assistance (K – 8th) - The Archdiocese offers need based tuition assistance programs to Catholic students. Application requirements can be found by going to <http://www.aod.org/schools/tuition-assistance-and-scholarships/new-archdiocesan-tuition-assistance-process/>. Awards amounts vary ranging from \$800 - \$1,100. To apply, families must submit the following:

- Complete the online Facts Financial Assistance Application process administered through Facts Tuition Management. This includes completing the application and providing all required documents to FACTS. To apply for financial aid, visit: <https://online.factsmgt.com/signin/3GDLF>
- Submit the Pastors Signature Letter with your Facts Financial Assistance Application