



# Registration Contract 2010-2011

TUITION AND FEES		Parishioner	Non-Parishioner
<b>Total Yearly Tuition</b> <i>Tuition is paid monthly over 11 months from July through May.</i>	1st student 2nd student Each additional student Kindergarten Enrichment (this is an additional fee)	\$ 5,610.00 3,905.00 2,794.00 2,750.00	\$ 7,711.00 5,907.00 5,907.00 2,750.00
<b>Book &amp; Material Fee</b> (per student) <i>Added to your total tuition amount</i>	Kindergarten Elementary	\$125.00 150.00	
<b>Registration Fee (per student), New &amp; Returning Students</b>		\$100.00	
<b>Application Fee (per student), new students only</b>		\$ 30.00	

## Terms and Conditions

**Enrollment Fees** A \$300 per student deposit is due with your registration paperwork. This deposit covers the \$100 registration fee (returning and new students), the \$30 application fee (new students only, including all Kindergartners), with all remaining monies applied toward tuition. At the end of the enrollment period, if your child has **not** been accepted into St. Joseph School, you will receive a refund of all monies minus the \$30 application fee. If your child **has** been accepted into St. Joseph School and you withdraw for any reason, no monies will be refunded. All registration fees and tuition payments are deposited when received.

**Additional Costs** Costs beyond those covered by tuition will be incurred during the academic year. These may include, but are not limited to, Extended Day (before/after-school care), bus transportation, milk, extra-curricular activities, CYO sports, field trips, pizza days, class auction project, field day, and charges for volunteer hours not fulfilled. These costs will be billed by the school on a monthly statement.

**Parishioner Status** is determined by the parish office in which you are registered. Parishioners must be registered at St. Joseph Parish, Holy Innocents, or Mary, Queen of Peace Parish. Parishioners must meet their parish's criteria for parishioner status, have a current Sacrificial Giving card on file and make a good faith effort to keep their Sacrificial Giving commitment through the year, and contribute regularly to the life of the parish. **For financial subsidy purposes, families registered in parishes other than St. Joseph are asked to remain registered and active in that parish through the end of the school year.** Please contact your parish office to determine your parishioner status.

**Payment of Tuition** A signed contract must be received by the school at the time of registration. In addition, a student will not be allowed to begin attending classes unless his or her tuition payments are current, as of the first day of school. Tuition is paid through TMS (Tuition Management Systems) and is due by the 10<sup>th</sup> day of each month for eleven months starting in July.

**Withdrawal Prior to the Start of School** Registration fees and tuition paid at registration are deposited upon receipt and are not refundable after acceptance of your student. **Submission of your registration contract constitutes acceptance to St. Joseph School for families that are re-enrolling. If you withdraw after April 10, you are responsible for the tuition portion based on the table on the reverse.** For example, if notice is given on April 11 that your student will not be attending St. Joseph School in the fall, you will owe 30% of tuition -- even though your student has not yet attended classes. All monies owed will be due upon notification of withdrawal. St. Joseph School will not forward records for students until all outstanding balances have been paid.

**Withdrawal During the School Year** Families who make the decision to withdraw from St. Joseph School during the school year must notify the school in writing 30 days prior to a student’s last day of attendance. Families are also asked to make an appointment with the office for an exit interview prior to leaving the school. **Families who withdraw their student from St. Joseph School are obligated to pay a percentage of tuition as indicated in the table below, based on the last day of attendance at St. Joseph School.** All monies owed will be due upon notification of withdrawal. St. Joseph School will not forward records for students until all outstanding balances have been paid (tuition, annual fund, and/or fundraising).

Date of Withdrawal	% of Tuition Owed
April 11 – September 30, 2010	30% of tuition
October 1 – December 31, 2010	60% of tuition
January 1 – March 31, 2011	90% of tuition
On or After April 1, 2011	100% of tuition

**Prorating of Tuition in Case of Late Admission** Responsibility for tuition for students admitted after the start of the school year is only for the academic period during which they attend St. Joseph School. The prorated amount will be determined by St. Joseph School and is non-negotiable.

**Volunteer Requirement** Each family is required to volunteer a minimum of 45 hours of time to the school during the school year. Of this 45 hours, a minimum of 5 hours must be volunteered in some capacity for the Annual Auction. In lieu of volunteer hours, families may opt to pay \$1350 (45 hours @ \$30/hr.) at the beginning of the school year. If a family chooses to volunteer time and they are unable to fulfill the 45 hour requirement, they must reimburse the school at the rate of \$30/hour for each volunteer hour not completed. Volunteer hours must be performed between July1 and May 1, and are to be reported to the office on a quarterly basis.

**Fundraising Requirement** Please review the Fundraising Agreement for information about fundraising requirements. Families who fail to participate in fundraising will be billed \$150 for the Auction, \$100 for the Walk-a-Thon, and the total amount of their Annual Fund pledge.

**Information and Immunization Forms** In order to attend St. Joseph School, a student must have a Student Information form and a Washington State Certificate of Immunization Status form on file.

**Rights of Dismissal** St. Joseph School reserves the right to dismiss any student who, in the judgment of the Principal, is not making satisfactory progress or whose presence is detrimental to the welfare of St. Joseph School, any other student, any St. Joseph School faculty or staff member, or him or herself. Failure to pay tuition according to the terms of this agreement, or other fees and costs as billed, is also grounds for dismissal.

**Liability Joint and Several** This agreement shall be jointly and severally binding upon each person who, as of the date hereof, signs as a parent or guardian.

This agreement shall be interpreted in accordance with the laws of the State of Washington.

**I have read both sides of this contract and agree to comply with all terms as stated. I understand and agree to the policy of St. Joseph School and the Archdiocese of Seattle that no grades or official transcripts will be released until all amounts owing to St. Joseph School have been paid. I agree to pay all regular charges according to the published rate of the school and will pay promptly, upon receipt of bills, any normal and incidental expenses incurred.**

Signed \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_ Student Name(s) \_\_\_\_\_