

**HEIRWAY CHRISTIAN ACADEMY  
FINANCIAL POLICY 2022 -2023-3**

	<b>TUITION (Including Book &amp; Supply Fee)</b>		
	Yearly	Monthly Draft	Monthly Draft
	<u>Total</u>	<u>for (10) months</u>	<u>for (12) months</u>
Pre-K 4 -1/2 Day 4 hours	\$4,493.92	\$449.39	\$374.49
Kindergarten 4 & 5 Full Day	\$5,991.89	\$599.19	\$499.32
Grades 1-6	\$6,360.96	\$636.10	\$530.08
Grades 7-8	\$7,178.22	\$717.82	\$598.19
Grades 9-12	\$7,813.12	\$781.31	\$651.09

**MULTIPLE CHILDREN DISCOUNTS**

The second child enrolled receives 10% off the amount of tuition; the third child gets 20%; the fourth and each additional child gets 30%. The discount is always applied to the tuition of the youngest child.

**PASTOR AND MILITARY DISCOUNT**

Pastors and Military personnel; including Veterans, receive a 10% discount off their tuition if they are the account holder. Pastors need to provide proof of employment status and Veterans need to provide a DD-214 form to receive eligibility for honorable duty, and Military personnel for active duty.

**BREACH OF CONTRACT**

If for any reason a student withdraws from school before the tuition payment plan is fulfilled, a fee equivalent to 10% of the remaining tuition is required before any student records can be transferred.

**FULL OR HALF TUITION PAYMENTS: CASH, CHECK OR CREDIT / DEBIT CARD**

The Full Pay total amount is due by June 1<sup>st</sup>. If you choose the Half Pay plan of two payments, the first semester payment is due on or before June 1<sup>st</sup>, and the second semester payment on or before November 1<sup>st</sup>.

Check One:            **FULL PAY** \_\_\_\_\_            **HALF PAY** \_\_\_\_\_

**MONTHLY TUITION PAYMENTS: BY BANK DRAFT ONLY**

As a convenience to our families, the Academy offers the privilege of a 12 or 10 month payment plan and must be paid by Bank Drafts. .

**CHECK MONTHLY PLAN:**

\_\_\_\_\_12 month:            The drafts will begin on June 1<sup>st</sup> or 15<sup>th</sup>. The last draft will be deducted on May 1<sup>st</sup> or 15<sup>th</sup>

\_\_\_\_\_10 month:            The drafts will begin on August 1<sup>st</sup> or 15<sup>th</sup>. The last draft will be deducted on May 1<sup>st</sup> or 15<sup>th</sup>

**CHECK DRAFT DATE:**    \_\_\_\_\_ 1<sup>st</sup> of Month    \_\_\_\_\_ 15<sup>th</sup> of Month    \_\_\_\_\_ 1st & 15<sup>th</sup> of Month

**Mark for Kindergarten only:**    \_\_\_\_\_ Half Day Kindergarten    \_\_\_\_\_ Full Day Kindergarten

**Cutoff date for Kindergarten is August 1<sup>st</sup>**

**There will be a \$50.00 fee if a bank draft should be returned for insufficient funds, or non-payment on said date.**

**There will be a \$35.00 fee for returned checks.**

**Three insufficient drafts or inconsistency in monthly payments will require the next semester to be PAID IN FULL.**

**NO TUITION REFUNDS ARE ALLOWED.**

**ONLY TWO DISCOUNTS PER FAMILY ARE ALLOWED**

**SCHOLARSHIP RECIPIENTS ARE INELIGIBLE FOR TUITION DISCOUNTS.**

**ALL FINANCIAL QUESTIONS CAN BE DIRECTED TO THE EMAIL: [Finance@heirway.org](mailto:Finance@heirway.org)**

## ENROLLMENT FEES

PRE- KINDERGARTEN	.....	\$280.00
KINDERGARTEN	.....	\$310.00
ELEMENTARY	.....	\$355.00
SEVENTH & EIGHTH	.....	\$530.00
NINTH – TWELVTH	.....	\$755.00

**Summary of Enrollment Fees: All Fees are non- refundable**

**The ENROLLMENT FEE covers the cost of a Yearbook, and all testing and enrollment documentation (records, etc.) done by the Academy and is to be submitted with each student’s application. Also, free admission for students to all Heirway home sporting events. The Secondary students’ fee also covers Prom and Retreats. No consideration or action on the application will be taken until this fee is paid. This fee is applicable to new enrollments or re-enrollments after a prior withdrawal. A partial refund may be made at the Academy’s discretion if the school is unable to accept the applicant.**

### CLASS RESERVATION

Application and/or Re-Enrollment fees insure a placement in class. I understand that at the time of enrollment / re-enrollment a financial policy, bank draft form, and re-enrollment form or enrollment information must be submitted and student will not be accepted until all forms are submitted.

### EXTENDED CARE AND LATE PICK-UP INFORMATION

Before-care is available from 6:30 until 8:00 a.m., and aftercare until 6:30 p.m. Monday through Friday at the rate of **\$4.00 per hour (or portion of an hour)**. All students still remaining on campus fifteen minutes after the dismissal bell will be placed in our Aftercare Program. The cost of this service will be billed monthly. **A \$4.00 per hour minimum charge will be assessed every time the child is referred to the Aftercare Program.** The extended care billing cycle ends on the 19<sup>th</sup> of each month; payments are due upon receipt of each billing. After 30 days a \$25.00 late fee will be applied for non-payment on the account if payment is not rendered, and your child will be removed from the program until full payment is made. **A late fee of \$2.00 per minute per family will be charged after 6:30 pm. Example: 6:40 pm= \$20.00**

\*\*Please note that the ACCOUNT HOLDER is the one responsible for all financial transactions that occur on the account. If another entity (with the ACCOUNT HOLDER’S permission) pays on a certain account, it is the ACCOUNT HOLDER’S responsibility for any processing or exchanging of monies. Only the ACCOUNT HOLDER will receive a Tax Statement for Extended Care payments. \_\_\_\_\_ **(Please initial)**

### SUMMARY

It should be noted that tuition and fees charged by Heirway Christian Academy do not cover the full cost of the education provided to your child or children. It is through the loving concern and sacrificial generosity of the members and friends of Heirway Christian Academy and others that we are able to offer this educational opportunity. Your cooperation is very much needed and prompt payment of tuition and fees is essential to the success of the Academy.

**Please note:** You will be asked from time to time to help with Board approved fund raising programs. Please be cordial and willing to respond to these requests. Your commitment to quality Christian Education will help your child (ren), plus many other children, reach their full potential in the Lord.

**I have completely read, understand and agree to abide by this financial policy. Please sign and date this form and return with your application or re-enrollment form.**

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Signatures

Date