

# Rainard School

## Financial Policy

### 2009/2010

1. Completed contracts are to be returned to Rainard School by February 27, 2009 for returning families with a nonrefundable registration fee of \$600. Rainard School will begin accepting new families February 28, 2009 with a nonrefundable registration fee of \$800. The Registration Fee will be credited toward tuition and fees. Invoices showing billing information will be mailed to the individual responsible for tuition by July 1, 2009. Please review the invoice carefully, advising Rainard School office of any discrepancies or changes. All tuition invoices for the 2009/2010 academic year will be based on this invoice.
2. Payment Options:
  - a. Early Payment Plan: Tuition and fees are paid, in full, by March 20, 2009.
  - b. Standard Payment Plan: Tuition and fees are paid, in full, by July 1, 2009
  - c. Three Payment Plan: Payments are due on July 1, September 2, and November 3, 2009
3. Rainard School budgets expenses on a regular basis for such vital items as instructional materials, faculty salaries, and plant maintenance. In order to plan and maintain these services over the entire year, it is essential that the annual income from tuition be assured. ***It is, therefore, understood that students are enrolled for the duration of the school year, from date of entrance. If Parents move their permanent residence beyond 50 miles driving distance to the Rainard campus and a Rainard student is withdrawn from attendance by Parents, a refund of \$400 per full month of non-attendance will be made to Parents. Other than this situation, no reduction or remission of tuition will be allowed by Rainard School for absence, withdrawal, or dismissal.***
4. The fact that tuition may be paid in three or more payments does not constitute a fractional contract.
5. An account is considered **late** if an invoice is not paid within five (5) business days of the due date. **A late payment fee of \$30.00 per month will be charged on delinquent accounts, with the first fee assessed at the end of the five day grace period and additional late fees assessed at monthly intervals.** Whenever a tuition or fee account becomes past due for a period of fifteen (15) days, the student will be withheld from classes until the delinquency is resolved. If the delinquency is not resolved within an additional ten (10) day period, the student will be dismissed.
6. Accounts must be current on or before July 1, 2009 or the student's place will not be reserved.
7. Student academic records, including but not limited to report cards, artwork, progress reports, transcripts and personal files, will be held until all accounts are current.
8. In order to guarantee a student's placement, both the registration fee and the contract must be received by the date noted on the contract. In addition, families with outstanding balances will not be guaranteed placement.

## **Rainard School Financial Policy 2009/2010**

9. Payments may be made in person at Rainard School office, or by mail. If there are any questions regarding the fees, payments, or financial policies, please contact Rainard School office at 713.647.7246.
10. Tuition payments made by credit card will be assessed a fee of 3%, per transaction. Any student services fees made by credit card must be a minimum of \$50 with a 3% fee, per transaction. Rainard School accepts Discover, MasterCard and Visa.

**Rainard School Financial Policy 2009/2010**

***Please return the following form with the completed contract.***

**Payment Plan**

I have read the above Financial Policy Statement for Rainard School. I understand and agree with the requirements necessary for my child(ren)'s enrollment in Rainard School.

Tuition option choice:

- Early Payment
- Standard Payment
- Three Payments

Before and After Care option choice:

- Before and After
- Before Only
- After Only
- Punch Card Only

*Note: all Care options include the punch card to cover incidental use and late pick-ups.*

Enrolling Student(s):

Name: \_\_\_\_\_ Grade Level: \_\_\_\_\_

Name: \_\_\_\_\_ Grade Level: \_\_\_\_\_

Name: \_\_\_\_\_ Grade Level: \_\_\_\_\_

*Note: Grade Levels are Primary, Elementary, Intermediate, Middle School, or High School.*

Signature of Parents/Guardians

\_\_\_\_\_  
Signature Date Relationship to Student  
\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature Date Relationship to Student  
\_\_\_\_\_  
Printed Name

## Tuition and Fees

<b>Eldest Student in a family:</b>			
	<b>Early Payment</b> 03/20/2009	<b>Standard Payment</b> 07/01/2009	<b>Three Payments</b> (7/1; 9/2; 11/3)
<b>Lower School</b>	\$11,500	\$11,800	\$5,127; \$4,720; \$2,458
<b>Middle School</b>	\$12,300	\$12,600	\$5,474; \$5,040; \$2,625
<b>High School</b>	\$13,500	\$13,975	\$6,072; \$5,590; \$2,911

<b>Siblings:</b>			
	<b>Early Payment</b> 03/20/2009	<b>Standard Payment</b> 07/01/2009	<b>Three Payments</b> (7/1; 9/2; 11/3)
<b>Lower School</b>	\$10,925	\$11,210	\$4,870; \$4,484; \$2,335
<b>Middle School</b>	\$11,685	\$11,970	\$5,200; \$4,788; \$2,494
<b>High School</b>	\$12,825	\$13,276	\$5,768; \$5,310; \$2,766

Tuition figures include the Reservation Fee—the Fee will be applied to due tuition payments.

<b>Annual Before and After Care Fees</b>				
	<b>Before and After &amp; Punch Card</b>	<b>Before &amp; Punch Card Only</b>	<b>After &amp; Punch Card Only</b>	<b>Punch Card Only</b>
<b>Lower &amp; Middle School</b>	\$1,825	\$370	\$1,600	\$100
<b>High School</b>	\$1,300	\$280	\$1,100	\$100

Any unused care card punches will be refunded at the end of the year.