

## **Santa Maria del Popolo School Tuition Policy**

### **TUITION PAYMENT:**

- I. Families who are registered members of Santa Maria del Popolo are entitled to the parishioner rate tuition.<sup>1</sup> All others will pay the Out-Of-Parish/Non-Catholic tuition.**
- II. In addition to the registration fee due Santa Maria, all families shall pay the appropriate installment plan enrollment fee to Tuition Management**
- III. All families shall be expected to make tuition payments to Tuition Management Systems (TMS), according to one of the following payment plans:**
  - A. Full payment by July 5.**
  - B. Semi-Annual payments, July and January 5.**
  - C. Monthly payments – payments either on the 5<sup>th</sup> or 20<sup>th</sup> of the month, are made for 12 months from July – June.**

### **LATE REGISTRATION:**

Students who register after July 1<sup>st</sup> must pay one month's tuition with the registration fee being added to the tuition total. Students who register after August 1<sup>st</sup> will have to pay two month's tuition with the registration fee being added to the tuition total.

Tuition for students registering after the first month of school shall be prorated according to the time remaining in the school year.

### **TUITION DELINQUENCY:**

- I. If tuition is not up to date by mid-August the student's name will not appear on a class list and the student will not be permitted to start classes.**
- II. Once the school year starts, if the tuition is not received at TMS by the due date, TMS will send a past due bill asking for immediate payment and a late fee will be charged.**
- III. After 30 days a warning letter will be sent from Santa Maria.**
- IV. After 61 days there will be a mandatory meeting between the principal of Santa Maria and the parents. Student attendance will be interrupted (see the chart in handbook). Late fees continue to be added on a monthly basis.**
- V. At the end of the semester, if tuition is still delinquent, the student will not be permitted to return to school for the remainder of the school year.**
- VI. If the tuition accounts are delinquent for kindergarten or eighth grade students at the end of May, the student will not be permitted to participate in year-end graduation activities.**
- VII. Transferring student's records will not be released to another school unless the tuition is current.**
- VIII. Delinquent tuition accounts at year end will be turned over to a collection agency.**

**Adopted 12/01/08  
Effective 12/01/08**

**For Tuition Assistance information please refer to the Family Handbook**

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<sup>1</sup>“ Parishioners are those families who are 1) registered as a parishioner of Santa Maria del Popolo 2) attend Sunday mass regularly and 3) use the parish offering envelopes at least twice per month” see 2008-2009 handbook page 25

\*Current school families registered at St. Mary of Vernon will still receive parishioner rate