

St. Peter's Elementary School  
Tuition Payment Plan 2020-2021 (Revised due to COVID-19)

A PAYMENT PLAN MUST BE SELECTED BEFORE ACCEPTANCE CAN BE FINALIZED

Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Payment of all fees and tuition must be made in accordance with the Tuition Agreement. In the event that a tuition payment cannot be made in accordance with the agreement, parents must contact the school office at least one week BEFORE the due date of the payments. Pursuant to school board policy, failure to comply with the provisions of the Tuition Agreement may result in the exclusion of your child from all St. Peter's Elementary School activities and programs.

Due to the COVID-19 pandemic, St. Peter's Elementary School is putting new protocols in place. Every returning family must register in FACTS no later than May 31, 2020, for the 2020-2021 school year. All charges and fees, including tuition and before and after care and now also registration and book/technology fees will be tracked through FACTS. Families are given the choice of paying with automatic withdrawals from a checking or savings account or via a credit card, but may also make online payments or payments over the phone. In addition, families may also choose to mail checks or money orders to the school office. For the safety of our school staff and our school families, we are unable to accept cash payments for next year.

**REGISTRATION AND BOOK FEE:**

In order to streamline the process of collecting registration and the book/technology fee, and to spread the charges out more equally throughout the year, St. Peter's will be collecting registration from June 1-15, 2020 and the book/technology fee from July 1-15, 2020. **Please fill in the blank for the withdrawal date** or if a different payment arrangement is preferred, please indicate on the line that follows.

Registration: Withdraw on June \_\_\_\_\_, 2020  
OR \_\_\_\_\_

Book/Tech Fee: Withdraw on July \_\_\_\_\_, 2020  
OR \_\_\_\_\_

**TUITION:**

PLEASE INDICATE YOUR CHOICE OF PAYMENT PLAN - any changes must be made in writing and received by the school office at least 30 days before the next payment is due.

\_\_\_\_\_ SINGLE PAYMENT: Under this option, full amount of tuition, registration, and book/technology fees must be paid by July 15, 2020 (\$150.00 discount will apply). All families

must set up an account in FACTS and pay either through FACTS or with a check or money order made out to St. Peter's Elementary School. There is no charge for this plan if ALL charges (tuition, registration, and book/technology fee) are paid through FACTS in one transaction.

\_\_\_\_\_PAYMENT PLAN: Under this option, payments can be made either quarterly, monthly, or semi-annually through the FACTS Tuition Management Plan. All families must set up an account in FACTS and pay either through FACTS or with a check or money order made out to St. Peter's Elementary School. Those choosing this plan will authorize their financial institution to make automatic payments through FACTS or will remit a check or money order on either the 1st, 5th, 10th, or 15th of the month payments are due. The initial payment is due in August.

- A one-time fee of \$45.00 per family will be assessed by FACTS for this service for quarterly or monthly payments. The fee is \$10.00 for semi-annual payments.
- If a credit card is used, an additional 2.5% of each payment is assessed as a convenience fee.

PLEASE CHOOSE THE PAYMENT SCHEDULE THAT YOU PREFER:

\_\_\_\_\_SEMI-ANNUAL PAYMENTS - Due August 2020 and January 2021

\_\_\_\_\_QUARTERLY PAYMENTS - Due Aug 2020, Nov 2020, Feb 2021, April 2021

\_\_\_\_\_MONTHLY PAYMENTS - Ten monthly payments, August 2020 - May 2021

PLEASE CHECK WHICH DAY OF THE MONTH EACH PAYMENT IS TO BE DEDUCTED:

1st    5th    10th    15th

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

St. Peter's Elementary School does not discriminate on the basis of race, color, or national origin.  
04/27/2020