



Our Lady of Grace Catholic School

19920 Anita Ave., Castro Valley, CA 94546
Office (510) 581-3155 Fax (510) 581-1059
www.olgschool.org

Mrs. Susan R. Anderson
Principal

2018-2019 TUITION CONTRACT

Student(s) Last Name _____

Students(s) Name(s) _____ Grade(s) _____

Please check only one tuition plan (Mark the appropriate box with an X)

☐ **TUITION PLAN A: Active In-Parish Family, (Registered, Attending and Participating Requirements:**

1. Be Catholic.
2. Be an active registered parishioner of OLG Parish. Participate in some parish ministry.
3. Provide regular financial support to the parish through parish envelope. Parish Envelope # _____. Cash not in parish envelope cannot be recorded unless your number is on the envelope.

<u># of Children</u>	<u>Yearly Tuition</u>
One Child	\$8,150.00
Two Children	\$14,560.00
Three Children	\$19,300.00
Four Children	\$24,400.00

*If you Select Tuition Plan A, your fulfillment of the requirements of items 1, 2 and 3 described above will be reviewed by the parish: (a) in April of this year to determine your initial qualification of the current school year; and (b) in December of this year to determine your continued qualification for the remainder of the current school year. At each of these intervals, the school will be notified of the status of your fulfillment of those requirements and the school reserves the right to adjust your tuition/tuition plan selection for the remainder of the school year to reflect your failure to meet the qualifications of Tuition Plan A. You will be notified regarding this change.

☐ **TUITION PLAN B: Out of Parish Family Requirements:**

1. Does not fill the requirements of Tuition Plan A.

<u># of Children</u>	<u>Yearly Tuition</u>
One Child	\$8,940.00
Two Children	\$15,350.00
Three Children	\$20,095.00

(For Office Use)

- ☐ Pay Registration Fee \$495.00 per child/year _____
- ☐ Pay Endowment Fund \$250.00 per family/year _____
- ☐ Include Registration Fee & Endowment Fund in Tuition _____



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1. PAYMENT OPTIONS: Below are three options available for paying tuition, registration, and endowment.

a. Full Payment Option: You may pay tuition in full by July 20, 2018. Payment in full entitles you to a \$100.00 discount off the tuition. Registration and endowment must be paid by May 18, 2018.

b. 10-Month Payment Option: You may pay tuition in ten equal monthly installments, from July 2018 through April 2019. Payments will be automatically debited from your designated checking/savings account by FACTS Management Company on either the 5th or the 20th of the month (your choice). Registration and Endowment fees may be paid separately at registration or included in tuition.

c. 12-Month Payment Option: You may pay tuition in twelve equal monthly installments, from June 2018 through May 2019. Payments will be automatically debited from your designated checking/savings account by FACTS Management Company on either the 5th or the 20th of the month (your choice). Registration and Endowment fees may be paid separately at registration or included in tuition.

If there are insufficient funds in the designated account at the time of collection, FACTS will attempt to debit the designated account again on the next scheduled date. For each transaction through FACTS that needs to be resubmitted, there will be a charge of \$30.00.

2. REGISTRATION FEE: Registration is \$495.00 per child/year. (Non-refundable)

3. ENDOWMENT FUND: Endowment fund is \$250.00 per family/year. (Non-refundable)

4. MANDATORY CHILD CARE: The schoolyard is supervised for fifteen minutes before the first bell in the morning and for fifteen minutes after the second bell in the afternoon. If a child is found on the school yard outside of these times, they will be placed in our Kid Kare Program and the person signing this agreement will be held responsible for the fees incurred.

5. OBLIGATORY PARENT/LEGAL GUARDIAN SUPPORT PROGRAM: All parents/legal guardians of Our Lady of Grace students are required to participate in the Parent/Legal Guardian Support Program in this way:

- Spend 30 hours (15 for a single parent family) in parent/legal guardian required support activities during the school year. Eight of these (four for single parent family) are required to be worked at the Fall Festival. There is a \$35 charge per hour for incomplete hours. Incomplete festival hours will be billed by January; all other incomplete hours will be billed at the end of the school year. Parent hours are tracked from the day after the last day of school of the 2017-2018 school year through the last day of school of the 2018-2019 school year.



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AGREEMENT

The parents/legal guardians of the student(s) named on the front of this Tuition and Fees Contract have read the contract and agree to read the Parent/Student Handbook posted on the school website and agree to be bound by the terms and conditions of both documents. These documents may be amended at anytime according to the principal. The Tuition Contract must be signed by both parents/legal guardians and the person who is financially responsible for this contract (if that person is someone other than the parents/legal guardians). Regardless of which tuition payment is selected, the parents/legal guardians or financially responsible person are obligated to pay the full annual tuition amount. Voluntary or involuntary withdrawal from Our Lady of Grace Catholic School once the school year has begun does not dismiss the obligation to pay the full annual amount. The school year begins July 1, 2018 and ends June 30, 2018. This contract and the FACTS Tuition Collection Agreement (if choosing the Monthly Payment Option) must be signed and returned to the school office by March 31, 2018.

Please check one of the payment plan options, your preferred debit date, and sign below.

NOTE: A two-parent household requires the signature of both parents.

_____ **Full payment (Due by July 20, 2018)**

_____ **10-Month (begins July thru April) _____ 5th of month or _____ 20th of month**

_____ **12-Month (begins June thru May) _____ 5th of month or _____ 20th of month**

Signature of Financially Responsible Party (Account Holder)

Date

PRINTED NAME of Financially Responsible Party

Signature of Parent/Legal Guardian Date

Date

PRINTED NAME of Parent/Legal Guardian

Signature of Parent/Legal Guardian Date

Date

PRINTED NAME of Parent/Legal Guardian

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Tuition & Fees Contract 2018-2019