

Title of Policy

# TUITION

**1.21**

Approval Date: February 18, 1999

Review Date: March 20, 2023

Revision Date: April 14, 2011

## Policy Statement

Families registering or re-registering in Springfield Catholic Schools are entering into a contract with the school system to pay the tuition amounts as set forth in the tuition schedule for that school year. Reduced tuition, scholarships, and any other special arrangements that adjust the amount of tuition owed from the approved tuition schedule will be determined before admittance. Special circumstances may occur during the school year that could require a change in the tuition agreement between the school and family, but such adjustments must be preceded by filing/updating a FACTS Grant and Aid Application and discussed with the Accounts Manager of the school system before a change is made.

All families will be required to provide the school with a Tuition Payment Option form in order to complete the registration process, regardless of the choice of payment option made.

Failure to pay tuition consistent with the agreed upon tuition contract will constitute a breach of the registration agreement and could result in the following:

- The student(s) may be dismissed from the school system. Upon dismissal or if a family withdraws their student(s) from school, student records may be withheld, except in those instances where the school is required by law to provide such records, until tuition and fees are paid in full or arrangements for a payment plan are agreed upon and complied with.
- Forwarding transcripts for the purpose of college entrance may be delayed and/or participation in graduation exercises may be denied unless tuition, fees, and all other outstanding debts to the school are paid in full or arrangements for a payment plan are agreed upon and complied with.
- Consideration may be given to families who experience extenuating circumstances. Such families should contact the Accounts Manager at the Central Office to work out acceptable tuition agreements.