



St. Monica School, 212 Lawrence Street, Methuen, MA 01844

Phone: 978-686-1801 ~ Fax: 978-686-3582

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Tuition Contract 2019/2020 (please return by April 12, 2019)

Agreement to be governed by Handbook Policies:

Parents/Students agree to follow the policies and practices as described in the Saint Monica School Parent/Student Handbook. The policies and procedures outlined in the handbook may be modified or amended at any time without notice.

Tuition Policies: Students may not begin a school year with delinquent tuition; families will be required to make arrangements for resolving any outstanding tuition PRIOR to the first day of School. All tuition must be paid by May in order for your registration for the 2019/2020 School year to be valid.

Re-registration for following year: Parents are billed the non-refundable re-registration fee of \$150 through FACTS every February. The re-registration fee holds your child's seat for the following year unless your tuition is in arrears. If your tuition is in arrears, your child will be put on a waiting list for his/her class and will not be considered for re-acceptance until all tuition is current (if there is then space available in your child's grade). If you do not want your child registered for the following year you must notify the school office **in writing** by January 1st of the school year your child will attend.

Terms of Enrollment/Terms of Withdrawal of Enrollment – Saint Monica School relies on its student enrollment as of July 1, 2019 for determining staffing requirements, for ordering textbooks and supplies and for planning purposes for the upcoming school year. The first tuition installment must be paid on or before your July 2019 due date to enroll the student for the upcoming school year. If you terminate the student's enrollment before June 30, 2019, you will have no further financial obligation to the school. If the school or parent terminates the student's enrollment on or after July 1st, no refunds will be issued for any tuition that has already been paid. Any tuition due prior to the students departure will still be due. That includes the months of July and August. If the student attends school and terminates during the school year (by either the Principal or the family), you will be financially responsible for paying tuition up to the last day of the month the student is terminated. Student terminations must be made in writing/email to the school office.

FACTS TUITION - All tuition payments must be made through FACTS. Current students and new siblings must be newly enrolled for the 2019/2020 school year and parents of new students must register for FACTS online. Students no longer attending St. Monica School will not be enrolled in FACTS for the 2019/2020 school year.

**** _____ Please initial

		2019/20 School Year
Children's Names:	_____	Grade: _____
	_____	Grade: _____
	_____	Grade: _____
	_____	Grade: _____
	_____	Grade: _____