

FCS 2017-2018

10 Month Financial Agreement for:

Enrollment at Fairfield Christian School constitutes a contract for the entire school year. If your student is withdrawn or expelled for any reason, a pro-rated balance will be immediately due along with a \$400 termination fee. Student records will not be released until account is settled. Your signature below constitutes your agreement with these terms. Any changes to this policy must be agreed to in writing by both parties.

TOTAL 10 PAY Installment Plan: \$ _____ monthly (August 1, 2017 - May 1, 2018)

Please initial below indicating you have read and agree to the following statements...

_____ I will pay all fees using the 10-month installment plan.

_____ I realize this payment plan runs from August 1st – May 1st. Payments are due on the 1st of every month and past due after the 5th. If I am late on any payment, a recurring 10% late fee will be assessed.

_____ If I am late on two invoices during the school year, I will be required to switch to the automatic payment plan.

_____ If payment is not received by the 15th of any month, the student will not be allowed to return to school and will not be given any academic work until the account is brought current.

_____ Two total late payments (not consecutive), after the 15th of the month causing the student to stay home, may be considered grounds for dismissal from Fairfield Christian School.

AUTO PAYMENT: We strongly encourage putting your account on auto-pay. You must opt in for auto-payment/bills when you receive your first installment invoice and input your debt or credit card information. Your account will be debited on a day of your choosing between the 20th of each month prior to your invoice due date until the 5th of the current month. You recognize that it is your responsibility to inform the school office of any changes concerning your account or payment method.

FUNDRAISING & FISH HOURS CREDIT: For parents who choose to participate in FISH Hours and/or quarterly fundraising, appropriate credit will be applied to your account on a monthly basis. Parents may earn up to \$200 per year in FISH Hours credits per family and an unlimited amount in fundraising.

ONLINE ACCESS: Fairfield Christian School uses an online accounting system to allow parents 24/7 access to school accounts. Upon enrollment, you will receive an email invitation to create an account using FreshBooks which will allow you to view your account, pay online using your checking account or debit/credit card, and setup recurring payments if desired. If you have any questions about setting up your account, please contact the school office.

PRIVACY POLICY: Fairfield Christian School maintains strict policies regarding the release of information. We will not sell, distribute or lease your personal information to third parties unless we have your permission or are required by law.

REFUND POLICY: If a student is withdrawn by a parent or if enrollment is terminated at the discretion of Fairfield Christian School, a **\$400.00 termination will be assessed**. Since we have an annual (not monthly) tuition, any refunds will be calculated on a pro-rated basis based on a 37 week school year, and issued within 30 days after the student's withdrawal form is signed, deducting for any outstanding balances (including the termination fee), such as, but not limited to, lunches, clothing fees, late fees or any damages to school property. Records will not be released until the account is settled in full.

Parent/Guardian Signature

____/____/____
Date