



# Immaculate Heart Central School

To: IHC Families  
From: IHC Administration  
Date: April 2, 2019  
Re: Annual Registration Fee and Tuition Updates

Thank you for choosing Immaculate Heart Central School. We appreciate your faith in us to provide your children with a quality Catholic education where tradition and the 21<sup>st</sup> century come together.

## What's New?

We listened to you and found a way to make your life a little easier!

In the past, we required families to pay a \$75 registration fee for each child each school year. Starting this year, families will only have to pay the \$75 annual registration fee per family. Also, if you complete the school year and finish making your payments on time, you will be able to roll over the \$75 registration fee into the next school year. Even more, when your child graduates or leaves due to circumstances beyond their control, including military transfers and moves out of the area, you will get your \$75 back!

In addition to the reduction in the cost to register your child each year, we also reduced the paperwork. You will only have to sign a new tuition agreement, and complete the transportation and TAP forms, and confirm supporting parish support with a signed letter from the priest, if applicable. That's it! Hassle free. We will also be moving this process online as we approach the 2020-2021 school year—or sooner. Stay tuned for updates about completing forms and making after school care and cafeteria payments online.

Moreover, we only raised the tuition by \$100 dollars this year, which is \$100 less than last year. This is good news, too. God is good!

Again, we thank you for your support. Please do not hesitate to call us with your comments, questions, or concerns at 315-788-4670. Our office hours are between 7:30 and 3:30 Monday through Friday. During school breaks, office hours vary. We are closed on major holidays.

Sincerely in Christ,

The Administration Team



# Immaculate Heart Central School

---

## Why do we charge tuition?

Tuition is the primary source of income for our school and is essential for the smooth running of the entire organization. Therefore, it is imperative that tuition payments be made in a timely manner. Although we realize that life happens in ways that impact a family's ability to pay, we still expect to eventually be compensated for the services we provide and to pay bills, such as gas, electric, water, phone, Internet, food for the cafeteria, employee salaries and benefits, repairs, snow removal, and a number of other expected and unexpected expenses.

We thank you in advance for your cooperation in helping us cover the expenses to manage our school.

## K-12 Tuition Payment

### *Installments*

All families who pay in installments and/or require financial aid must register each year with FACTS. Tuition installment payments will only be accepted through FACTS.

### *Full Payment*

If you would like to pay your tuition in full, you will receive a \$50 discount. Please give us a call to make an appointment to drop your payment by the office or just mail it to the following address by Thursday, August 1:

**Immaculate Heart Central School  
1316 Ives Street  
Watertown, New York 13601**

**Attention: Tuition Agreement**



# Immaculate Heart Central School

## K-12 Tuition Chart for 2019-2020 School Year

	<b>Grades K-6</b>	<b>Grades 7-8</b>	<b>Grades 9-12</b>
<b>PARISHIONER RATE</b>			
First Child	\$3,900	\$4,400	\$5,400
Each Additional Child	\$3,104	\$3,550	\$4,340

	<b>Grades K-6</b>	<b>Grades 7-8</b>	<b>Grades 9-12</b>
<b>NON-PARISHIONER RATE</b>			
First Child	\$5,050	\$5,500	\$6,850
Each Additional Child	\$4,060	\$4,420	\$5,500

Note: The state of New York spends \$19,818 per student.

## St. John Bosco – 2019-2020 Pre-K Rates

2-day, 1/2 day – Age 3	T-TH	\$1,650	
3-day, 1/2 day – Ages 3 and 4	M-W-F	\$2,175	
5-day, 1/2 day – Age 4	M to F	\$2,675	\$2,475 *
Jr. Kindergarten., Full day for age 4 or young 5-year old students	M to F	\$4,250	\$3,850 **

\*\* If you pay \$4,250 in full for Jr. Kindergarten, you are eligible for a \$400 credit, to be received at the completion of Kindergarten.



# Immaculate Heart Central School

---

## Financial Assistance

Complete a FACTS application and a TAP form if you need financial assistance.

FACTS – <https://online.factsmgmt.com/aid> - Application Fee – \$35

TAP - [https://www.ihcschool.org/uploaded/Documents/admissions/TAP\\_application\\_18.pdf](https://www.ihcschool.org/uploaded/Documents/admissions/TAP_application_18.pdf)

**A FACTS application must be completed each school year. If you have not completed a FACTS form, you must do so to become eligible for tuition assistance.**



# Immaculate Heart Central School

## TUITION AGREEMENT 2019-2020

Please see below for a breakdown of your tuition agreement for the 2019-2020 school year.

STUDENT(S) REGISTERED: First Name, Last Name, and Grade

**1.Name: Grade:**

TUITION	TOTAL FOR YOUR FAMILY
\$5,050 (K-6), \$5,500 (7-8), or \$6,850 is what it costs us to educate each child.	
Parishioner Discount	Once Parish has been verified tuition will decrease accordingly
School Tuition Assistance	Tuition may decrease once you are enrolled in FACTS and we can determine Tuition Assistance needed.
Scholarship	Will be applied upon receipt
Faculty and Staff Discount	
Total Discount	
2018-2019 Previous year tuition owed	
You Owe	
Estimated 10-month installment through FACTS August - May	per month

Note: The state of New York spends \$19,818 per student.

### Tuition Payment

All registered families receiving aid or paying in installments must make payments through FACTS. There is a one-time charge of \$35.

- A \$75.00 Registration fee **per family** is due when registering your child(ren).
- Annual Payment (Payment in full due August 1, 2019)
- 10 payments beginning in August 2019. If you need to adjust your tuition payments, please contact the office at 315-788-4670.



# Immaculate Heart Central School

## Tuition Policy

Tuition payments begin in August for the 2019-2020 school year. Tuition paid is generally non-refundable. However, if a withdrawal is necessary due to a military transfer out of the area or some other extraordinary event, pending approval by the principal, tuition will be prorated month-by-month. This proration will be based on the ten-month Immaculate Heart Central school year. Otherwise, if a family leaves after an agreement is signed, the full tuition amount is still owed through the year to the school.

## Past-Due Tuition Policy:

1. The parent/guardian of the student who signs this tuition agreement is financially responsible for all tuition payments. *In the event of a divorce or separation, division of costs between spouses and others are between the parent/guardian and those other parties, not between Immaculate Heart Central School and other parties.*
2. Immaculate Heart Central School has the right to make all efforts to collect past due tuition and /or fees. Seriously delinquent accounts may be turned over to agencies for collection.
3. The family account is considered past due when the account is 30 days beyond the scheduled payment due date under the agreement established with FACTS. It is the responsibility of the family to contact the main office to correct the situation or make an acceptable alternate plan for payment. FACTS will also notify you by email and phone to remind you that you must make your payment.
4. 60 Days Past Due – Immaculate Heart Central School will send a certified letter as a reminder that you are delinquent.
5. 90 Days Past Due – When the family account is 90 days beyond the scheduled payment due date under the agreement established with Immaculate Heart Central School, the following steps could be taken, in addition to the above steps:
  - Report cards and transcripts will be withheld until payment in full is received, or an acceptable alternate payment plan is implemented. All report cards, student records, transcripts, and diplomas are the property of Immaculate Heart Central School and will not be issued to current, transferring, or graduating students until all tuition is paid in full.
  - A certified letter requesting tuition payment will be sent to the home.
  - Students will be dismissed from school.

Initial enrollment and continued enrollment in classes are contingent upon receipt of this completed tuition agreement form and satisfaction of all prior financial obligations to the school. Immaculate Heart Central School has the right to remove the student from the school's roster if financial obligations are not satisfied.



# Immaculate Heart Central School

If the first tuition payment is not made by the first day of school, students will not receive a class schedule. Students will also be expected to stay home until the first installment is made through FACTS or tuition is paid in full for the year.

I have read and understand the tuition and payment policies as they are outlined above. I accept the responsibility for the payment of tuition.

---

First Name, Last Name (Print)

---

First Name, Last Name (Signature)

---

Date