



Tuition Policies and Procedures

The Financial Policies of West Sayville Christian School are in place to clarify events that may occur during the year. Our school administration and teachers do their part by tirelessly educating our children both academically and spiritually. Let us do our part by upholding our financial commitment and working together to keep our school strong.

West Sayville Christian School is a blessing for us and our children. Please remember that your tuition covers only a portion of the funds that are needed to operate the school. It is the responsibility of each family to participate in our fundraising efforts as well as paying their tuition in a timely manner.

2011-12 Tuition & Fee Schedule K-8th

Tuition:

Single: \$6300.00

2 Children: \$9975.00

3 or more Children: \$12,600.00

Middle school surcharge: \$350.00 (grades 6 through 8)

*Students admitted during the school year will be charged a pro-rated tuition amount

Registration Fees:

Current K through 8 Families

Prior to April 1, 2011 \$85.00

April 1- July 31, 2011 \$135.00

After August 1, 2011 \$235.00

New Families \$85.00

Payment Plans:

One payment: Pay in full to WSCS prior to September 1 and receive a 3% discount

Ten payments: Pay tuition in ten monthly payments through SMART.

Four payments: Pay tuition in quarterly installments through SMART.

Two payments: Pay tuition in semiannual installments through SMART.

Note: A 3% surcharge will be added to all credit/debit card payments

Smart Tuition Payments:

WSCS utilizes SMART Tuition Inc., a nationwide tuition payment program, so that parents can make monthly, quarterly or semi-annual tuition payments. **All families not paying in full prior to September 1, must enroll in the Smart Tuition program upon registration. All monthly, quarterly or semiannual payments are to be paid through SMART.**

Families already enrolled in SMART and making no changes to their existing payment schedule are not required to fill out a new form. Your new payment schedule will be forwarded to you.

Please note that a \$43.00 administration fee is charged by SMART for each account and will be added to your tuition.

Questions about the SMART program can be directed to the Financial Secretary or to SMART at 1-800-SMART-03.

Late Payment

Tuition payments are due as per your SMART schedule and agreement. A late charge of 45.00 will be charged by SMART for all accounts 30 days past due. Please contact the Financial Secretary immediately if circumstances arise that would delay your payment in an effort to make arrangements.

If an account is more than 60 days past due, a mandatory meeting between the parents and the Financial Secretary is required. If arrangements cannot be made, the child will not be permitted to attend classes at WSCS until the balance is brought up to date.

Report cards will not be issued to students whose account is past due.

Transcripts, grades and permanent records will not be released until the account is satisfied and paid in full.

A child will not be permitted to start a new school year in September if the previous year's tuition is not paid in full by the first day of school.

Refund Policy

When a family withdraws a child or a child is asked to leave the school for any reason, the following procedure will be followed:

1. Registration fee is non-refundable
2. The full monthly tuition is due for the current month at the day of withdrawal. In addition, all past due tuition is due.
3. All early withdrawals are subject to a 3% early withdrawal fee. This fee is based on the entire annual tuition rate.

Financial Aid

At WSCS, we are committed to keeping tuition affordable and providing Christian Education to all committed families. Financial aid is need-based and there is a limited amount of funds available. If you are in need of tuition assistance, please contact the Financial Secretary and submit a Financial Aid form available online and in the school office.