
FEES & TUITION PAYMENT

Procedures and Requirements

At Seeds of Faith Christian Academy (SFCA), your child will discover his/her God-given potential, appreciate the environment of Christian education and graduate ready to begin a future for self and service for God. While enrollment of your child/ren will require investment of your financial resources, we believe you will consider this investment well spent and a blessing in the educational and spiritual raising of your child/ren.

ADMISSION & ENROLLMENT FEES

SFCA authorizes the following fees for the admission and enrollment processes. The admission of new students is a two-fold process; applying for acceptance and enrolling once accepted. An admission fee and an enrollment fee are required for new students to SFCA. Returning students are required to re-enroll and electronically submit a re-enrollment fee for continued enrollment to SFCA.

Application Fee (New Students)

A *per student* application fee for all students is due upon submission of the student application.

A *per student* application fee for International Students is due upon application submission. The application fee is a onetime non-refundable charge and must be submitted electronically.

Enrollment Fee (New Students)

Upon acceptance, new students (K-12/International/11:19) are officially enrolled once an enrollment fee is electronically submitted. K-Prep students are officially enrolled once an enrollment fee is electronically submitted. The enrollment fees are applied to tuition. The enrollment fees are refundable up to June 30th.

Re-enrollment Fee (Returning Students)

Upon re-enrolling, returning students (K-12/International/11:19) are officially re-enrolled once a re-enrollment fee is electronically submitted. Please note that only the re-enrollment fee is applied to tuition and is allowable for refund up to June 30th.

TUITION PAYMENT

Tuition rates for each of the programs offered by SFCA have been established. Tuition rates include textbooks and materials that supplement classroom education. The following schedule of tuition payment options is available:

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| Option One (<i>Single Payment</i>) | Payment is made in total by July 1 st and reflects a 3% discount in tuition for a single child and a 5% discount for multiple children. |
| Option Two (<i>Double Payment</i>) | One payment is made by July 1 st and the final payment is made by January 1 st . |
| Option Three (<i>Monthly Payments</i>) | Twelve (12) monthly payments are made beginning with the first payment on or before July 1 st and ending with the final payment by June 1 st . |

It is the desire of SFCA to remain fiscally responsible and to be good stewards of the financial commitment our families have made in the investment of their child/ren's Christian education. To maintain sound operation, SFCA has authorized a plan of action for payment of tuition fees for delayed entry, withdrawal, late payment and/or an account in default.

Delayed Entry

SFCA reserves the right to prorate the annual tuition rate for late enrollment. Tuition will be prorated according to the academic quarter. Beginning at or prior to the end of each academic quarter for new and returning students, the following proration will be in affect:

- First Academic Quarter – 100% of annual tuition rate
- Second Academic Quarter – 75% of annual tuition rate
- Third Academic Quarter – 50% of annual tuition rate
- Forth Academic Quarter – 25% of annual tuition rate

Withdrawal

SFCA reserves the right to prorate the annual tuition rate for withdrawal. Tuition will be prorated according to the academic quarter. Beginning at or prior to the end of each academic quarter for new and returning students, the following proration will be in affect:

- First Academic Quarter – 25% of annual tuition rate
- Second Academic Quarter – 50% of annual tuition rate
- Third Academic Quarter – 75% of annual tuition rate
- Fourth Academic Quarter – 100% of annual tuition rate

Late Payment

SFCA believes that parents have a legal and moral responsibility to pay all tuition and fees as agreed to in their tuition agreement. It shall be the responsibility of each school family to keep the business office informed of the need to make any changes in the preferred tuition payment plan or adjustments in the amount of tuition expected to be paid. SFCA reserves the right to impose penalties for late payment of student tuition accounts. Payments received after the 10th of the month will incur a late fee of \$40 unless the business office approves waiver due to extenuating circumstances.

Default in Account

SFCA does recognize that circumstances can be unpredictable. Thus, if possible, SFCA will attempt to work with the family(s) of new and returning students in satisfying the delinquent tuition account. A tuition account one (1) month delinquent will receive written notification and incur a late fee of \$40. A tuition account two (2) months delinquent will receive written notification, incur a late fee of \$40 and notice of impending dis-enrollment. A period of ten (10) school days will be given to satisfy the delinquent tuition and late fees or make agreed upon arrangements for payment with the Administrator/Principal. Continual default of an account will result in dis-enrollment for the remainder of that school year. Re-enrollment later in that school year, upcoming school year or future school year will not be permitted until the account has been paid in full.