

**ST. JAMES ACADEMY (K-8<sup>th</sup> Grade)  
2017-2018 REGISTRATION COMMITMENT,  
TUITION POLICY and PAYMENT AGREEMENT**

**FAMILY NAME** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**CITY** \_\_\_\_\_ **ZIP** \_\_\_\_\_

**Home Phone** \_\_\_\_\_ **Father cell** \_\_\_\_\_ **Mother cell** \_\_\_\_\_

(Optional) What is the ethnicity of the student applicant?

- |   |                                      |                                   |
|---|--------------------------------------|-----------------------------------|
| <input type="checkbox"/> Asian/Pacific Islander | <input type="checkbox"/> Black       | <input type="checkbox"/> Hispanic |
| <input type="checkbox"/> Native American        | <input type="checkbox"/> Multiracial | <input type="checkbox"/> White    |

**NAME(S) OF CHILDREN** \_\_\_\_\_ **GRADE(S) 2017-2018** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Our child(ren) will not attend St. James Academy for the 2017-2018 academic year**

**PART I - REGISTRATION COMMITMENT: 2017-2018**

Your child has been conditionally accepted. Your child's acceptance is predicated on the fact that you understand, accept and are willing to follow the philosophy, rules, and regulations of St. James Academy which you have chosen for your child. Your signature on this form denotes that you agree to these conditions.

Recognizing the responsibility of parents as the primary educators of their children and acknowledging the importance of teaching Christian values by word and example, we the undersigned agree:

1. To strive to maintain a Christian atmosphere in our home, especially by means of regular family prayer and Sunday worship;
2. To cooperate actively with St. James Academy in maintaining a Christian school community that teaches and reinforces Catholic values and habits;
3. To work closely with teachers and administration to derive maximum benefit from our association with St. James Academy;
4. To abide by the philosophy, policies and regulations of St. James Academy;
5. To support St. James Academy fund raisers and community-building activities; complete 30 hours of service to the school; and
6. To meet our financial and service responsibilities to the school/parish community in a prompt and fair manner.

**PART II - TUITION POLICY and PAYMENT AGREEMENT**

- a. I (We) have read the **TUITION POLICY STATEMENT** regarding payment of tuition at St. James Academy.
- b. I (We) will pay the non-refundable **registration fee** of **\$400.00 per child** by March 15, 2017 or will contact the Business Manager to set up a payment plan with final payment due June 1, 2017.

**# of students** \_\_\_\_\_ **x \$400.00 totaling** \_\_\_\_\_.

- c. I (We) will **complete 30 hours of service to the school**. I (We) will record these hours on the back of our Monthly Communication envelope. The record of my/our 30 hours or a service fee of \$10.00 per hour will be submitted to the school office no later than May 15, 2018.
- d. \$100 Family Participation Fee: This fee may be off-set (and you are encouraged to use this method of payment) through the Scrip gift card purchase/rebate program. Please see Tuition Policy Statement sheet for further explanation.
- e. \$300.00 technology fee per student for Grades 4 through 8.
- f. \$300.00 graduation fee due by November 1, 2017 for 8<sup>th</sup> grade parents.
- g. For our \_\_\_\_\_ (# of) child(ren), tuition for the 2017-2018 school year will be paid by (*check one of the following*):

**OPTION 1: FULL PAYMENT**

Entire tuition will be paid by **cash** or **check** on or before **July 1, 2017**      **Amount due**\_\_\_\_\_\*

**OPTION 2: SEMESTER PAYMENTS**

One-half the total tuition amount will be paid by **cash** or **check** by **July 1, 2017**. The second half of the tuition will be paid by **December 1, 2017**

**Amount due for each payment**\_\_\_\_\_\*

**OPTION 3: MONTHLY PAYMENTS**

Tuition is budgeted over twelve months beginning in **July 2017** through the **Gradelink Autopay** tuition plan with direct withdrawal from your bank account once a month. Families who choose this option will pay a \$20 annual enrollment fee, which will be deducted automatically from the designated bank account. See TUITION POLICY for details.

**Amount due for each payment**\_\_\_\_\_\*

- h. I(/We) understand if we select Option 1 or 2 and payment is not made by due date, payment will then have to be made through the Gradelink Autopay Plan.
- i. I(/We) understand if we choose to leave St. James Academy we are responsible for the entire year's tuition. Special circumstances may be discussed with the principal and pastor.
- j. I (We) understand and agree that if we fail to keep to the terms of this agreement, we will not be able to re-register our child(ren) for the following year. I (We) agree, therefore, that our signature(s) below indicate our commitment to fulfill our obligations under the provisions of the Agreement and to support actively the educational and spiritual goals of St. James Academy.

**Parent(s) Signature/Date**

\*St. James Academy reserves the right to increase the amount of monies drawn via Gradelink or to bill the school family for the difference between "supporting parishioner" and "non-supporting parishioner" rates (as stated in the Tuition Policy Statement) if the family does not fulfill the \$500.00 obligation to St. James Parish.