

**ST. GERARD SCHOOL, 4433 W. WILLOW, LANSING, MI 48917 PH.321-6126  
TUITION AGREEMENT, 2005-2006**

<b>PARENTS' LAST NAME:</b>	
<b>FIRST NAME:</b>	
<b>STREET ADDRESS:</b>	
<b>CITY:</b>	<b>PHONE:</b>
<b>ZIP CODE:</b>	<b>CHURCH ENVELOPE NO:</b>
<b>PERSON RESPONSIBLE FOR ACCOUNT:</b>	
<b>ADDRESS IF DIFFERENT FROM ABOVE:</b>	

<b>STUDENTS:</b>
1.
2.
3.
4.

<b>TOTAL TUITION:</b>	
<b>TOTAL FEES:</b>	

Select one option in Section A. Sign and return this form to school to complete your registration. Requests for tuition assistance must be made by **July 1**. Applications are available in the rectory and school office. Emergency assistance may be requested at any time by contacting the school office. All accounts must be current before the student may begin a new year. If you anticipate requesting financial aid, please check here:

**SECTION A: TUITION AND BOOK FEES**

**STUDENT FEES:** 100% of student fees must be paid by **August 15**.

**TUITION PAYMENT OPTIONS:**

- PAYMENT IN FULL:** All tuition is to be paid by **August 15** for the current academic year.
- QUARTERLY PAYMENTS:** ¼ of family tuition is due by **August 15**. The balance to be paid in 3 equal installments due by the last day of the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> quarters of the academic year.
- MONTHLY PAYMENTS:** ¼ of family tuition is due by **August 15**. The balance to be paid in six installments due the 15<sup>th</sup> of each month beginning in November and ending in April.

The following procedures will be implemented in the event of non-payment or failure to keep the payment option agreement outlined above:

1. Parents will be notified immediately in writing that tuition has become delinquent and that continued nonpayment will jeopardize student attendance.
2. A delinquent payment fee of \$50.00 will be assessed for any tuition not paid within ten days of the due date. The late fee will be waived if the office receives notification by the due date that payment will be forthcoming.
3. If tuition is still delinquent twenty school days after it was due, the student will no longer be permitted to attend classes.
4. The parents, upon suspension of their student(s) from school for non-payment of tuition, have the following options:
  - (a) Pay the tuition.
  - (b) Request tuition assistance.
  - (c) Appeal in writing to the Finance Committee in cases of hardship. The Committee will meet to review the appeal. The student whose account remains in arrears will continue to be denied access to classes until the Committee acts upon the appeal.
5. If ½ or more of the tuition payments were delinquent and a late fee assessed in the prior year, the next year's tuition will be due, in entirety, before a student may begin a new school year.
6. A \$15.00 fee will be assessed for any check returned for insufficient funds.
7. We reserve the right to turn any delinquent account over to a collection agency.

**SECTION B: APPLICATION FOR PARISHIONER TUITION RATE**

For the purpose of tuition assessment, a PARISHIONER is defined as a registered member of St. Gerard Parish who regularly supports the parish through the use of the Sunday offering envelope throughout the calendar year. An average weekly minimum of \$15.00 is recommended. Contributions should be placed in parishioner's Sunday envelope or any envelope with parishioner's name clearly printed on same. A NON-PARISHIONER is defined as someone who is not registered at St. Gerard Parish or someone who is registered at St. Gerard, but is not regularly supporting the parish. Please check below:

- 1. **PARISHIONER RATE:** I am a registered member of St. Gerard Parish regularly contributing to the support of the parish.
- 2. **NON-PARISHIONER RATE:** I am a non-parishioner.

DATE: \_\_\_\_\_ SIGNED: \_\_\_\_\_ APPROVED: \_\_\_\_\_

**SCHOOL TUITION  
NONPARISHIONER  
2005-2006**

**Tuition** for the 2005-2006 school year for students attending St. Gerard School who are not members of the parish will be:

**\$4200. per student**

**Student fees** for the 2004-2005 school year will be:

**\$100. per student**

**Registration fee: \$50. per student**

**Please note:** Return your signed tuition agreement indicating your choice of payment. First payment of tuition, according to your chosen plan, is due August 15.

**Payment:** 100% of the student fees must be paid by August 15. \$100. family registration deposit will be automatically deducted from the total student fees.

When making installment payments, mail or bring tuition to the school office. IT IS IMPORTANT that all tuition transactions are handled through the school office.

**SCHEDULE OF PAYMENTS:**

	<b>AUGUST 15</b>	<b>*MONTHLY</b>	<b>**QUARTERLY</b>
<b>ONE STUDENT</b>	<b>\$100.00+\$1050.00</b>	<b>\$525.00</b>	<b>\$1050.00</b>
<b>TWO STUDENTS</b>	<b>\$200.00+\$2100.00</b>	<b>\$1050.00</b>	<b>\$2100.00</b>

\*Monthly payment due dates: November 15, December 15, January 15, February 15, March 15, April 15.

\*\*Quarterly payment due dates: October 28, January 20, March 24

**SCHOOL TUITION  
PARISHIONER  
2005-2006**

**Tuition** for students attending St. Gerard School for families who are contributing to the support of the parish will be as follows:

Tuition Rates	
One student (Gr. K-8)	\$1,680.00
Two students (Gr. K-8)	\$3,070.00
Three or more students (Gr. K-8)	\$3,730.00
Note: Half Day Kdg. Option	\$1,050.00

**Student Fees: \$100. per student**

**Registration Fee: \$50. per student**

**Please note:** Return your signed tuition agreement indicating your choice of payment. First payment of tuition, according to your chosen plan, is due August 15.

**Payment:** 100% of the student fees must be paid by August 15. When making installment payments, mail or bring to the school office. IT IS IMPORTANT that all tuition transactions are handled through the school office.

**Parish Support:** Parish families with children in school at St. Gerard are reminded that they are expected to support the parish, as the school is subsidized to a large extent by the parish.

Our policy is to attempt to assist families so that no child is deprived of a Catholic education. Any family experiencing difficulty may request assistance by contacting the school finance committee through the school office by July 1.

**SCHEDULE OF PAYMENTS:**

	<b>AUGUST 15</b>	<b>*MONTHLY</b>	<b>**QUARTERLY</b>
ONE STUDENT (GR. K-8)	\$100.00+ \$420	\$210	\$420.00
TWO STUDENTS (GR. K-8)	\$200.00+767.50	383.75	\$767.50
THREE STUDENTS (GR.K-8)	\$300.00+\$932.50	\$466.25	\$932.50
FOUR STUDENTS (GR. K-8)	\$400.00+\$932.50	\$466.25	\$932.50
HALF DAY KDG. OPTION	\$100.00+262.50	\$131.25	\$262.50

\*Monthly payments due: November 15, December 15, January 15, February 15, March 15, April 15

\*\*Quarterly payments due: October 28, January 20, March 24

