

HILLCREST CHRISTIAN SCHOOL 2009-2010 TUITION PAYMENT INFORMATION

- A. Tuition for the 2009-10 school year is due and payable on or before July 31, 2009. In an effort to make tuition payments as convenient as possible, Hillcrest Christian School offers an option of a monthly payment plan, beginning with an eleven month plan for those who complete enrollment by July 1, 2009. The first payment is due July 30, 2009, and the last payment is due May 30, 2010. The monthly payment amount is determined at the time of enrollment. All monthly payments will be due on the 30th of each month, with a 10 day grace period, ending on the 10th of each month. There will be a \$77 annual installment plan fee per child for this option. A \$25 late fee, which will offset the additional administrative expenses incurred in monthly statement preparation, will be charged if payments are not received by the 10th of each month. A tuition account which remains delinquent as of the last day of each month may result in suspension of the student(s) until the balance is paid. Special circumstances will be considered by the Business Office on an exception basis.
- B. To offset banking charges and processing expenses, a \$25 fee will be assessed on all returned checks.
- C. Tuition is an annual fee for the school year. However, if for any reason a student withdraws during the school year, charges will be prorated to the day of withdrawal. There is a \$25 withdrawal fee per student.
- D. The testing fee is due at the time of the student application and is non-refundable if testing is done. If you choose not to attend Hillcrest after the enrollment fee is paid, our policy states that prior to July 1, one-half of the enrollment fee may be refunded if the request is in writing. After July 1, no part of the enrollment fee is refundable.
- E. All fees, fines, and charges for day care and tuition must be cleared five days before report cards are issued. If not cleared, report cards may be held.
- F. Former employees and graduates of Hillcrest Christian School may qualify for tuition assistance.

WHO IS RESPONSIBLE FOR TUITION?

Primary Payor's Last Name	First Name	Middle Initial	Spouse's First Name (if applicable)	
Street Address	City	State	Zip	Daytime Phone
Relationship to Student _____				

WHO IS RESPONSIBLE FOR DAY CARE AND/OR OTHER SCHOOL FEES? List below.

Last Name	First Name	Middle Initial
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If additional room is needed, please check here ___ and list on the back of this form.

STUDENT NAME(S)

Last Name	First Name	Middle Initial	Grade
Last Name	First Name	Middle Initial	Grade
Last Name	First Name	Middle Initial	Grade
Last Name	First Name	Middle Initial	Grade

PAYMENT PLAN OPTIONS Hillcrest Christian School offers three options for payment of the tuition. (Please check your choice.)

- "Payment In Full" - **Must be received in the school business office on or before July 31, 2009.**
- "Monthly Payment Plan" - Monthly invoices - All accounts choosing this option will be established on an eleven (11) month plan. Payments will begin July 30, 2009, through May 30, 2010. Enrollments completed after July 1 may have an adjusted start date. The \$77 installment plan fee will be included in the monthly payments.
- "Monthly Payment Plan" - Automatic Bank debit (ACH) - All accounts choosing this option will be established on an eleven (11) month plan. Payments will begin August 10, 2009, through June 10, 2010. Enrollments completed after July 1 may have an adjusted start date. The \$77 installment plan fee will be included in the monthly payments.

Signature of Father (Guardian) _____ Date _____

Signature of Mother (Guardian) _____ Date _____

<u>Office Use Only</u>			
Tuition due: _____	Installment fee: _____	Total Tuition: _____	
<input type="checkbox"/> Full Payment	<input type="checkbox"/> Monthly Payment	Monthly Amount: _____	
Total Payment _____		First Payment Due: _____	