

VALLEY CHRISTIAN SCHOOL

FINANCIAL POLICIES

Tuition is payable in ten monthly installments, August through May. Accounts are due the first of each month and become delinquent on the 10th day of the month. **A \$15.00 LATE FEE WILL BE ASSESSED ON THE 11th OF THE MONTH.**

If payment is not made by the 20th of the month, a delinquent notice will be sent stating that arrangements for payment must be made with the school office; further delay may jeopardize the child's enrollment at VCS.

If no contact is made with the office by the 10th of the second month, a conference will be scheduled with the finance committee of the School Board and the parents.

Any account delinquent 45 days will result in dismissal from school. A 1.5% per month interest charge will be assessed to the balance of all outstanding accounts in the event a student withdraws from school.

Report cards and school records will be withheld for those students whose tuition is delinquent.

No student may be reenrolled in school unless past accounts are brought current.

Since Valley Christian School has an obligation to its employees, students are considered enrolled for the entire school year. Tuition is calculated on the basis of the entire year; therefore, no reductions can be made for vacations or school holidays. Students enrolling after the school year has begun will have tuition prorated according to the actual number of days enrolled. No deductions will be made in tuition for absence during the school year, regardless of the cause of such absence. Any student withdrawing after the 10th of the month will be charged a full month's tuition. All withdrawals, whether before the school year begins or during the year, must be made in writing and shall be effective when such notice is delivered to the school.

ALL NSF CHECKS WILL BE ASSESSED A \$25.00 CHARGE.