TCA 2020 - 2021 Tuition Payment Preference

☐ Step Up For Students ☐ John McKay ☐ FES ☐ Hope **Application:** ☐ is Filed ☐ is Pending ☐ has been Approved Start Date: _____

B I L L I N G

(All bills will be mailed to the responsible party listed below)

(PLEASE PRINT)

Student Name: _____ Entering Grade_____

Responsible Party's Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Cell Number: _____ Alternate Number: _____

Sibling(s) attending TCA, please include grade: _____

TUITION PAYMENT OPTIONS (SELECT ONLY ONE)

ANNUAL/SEMI-ANNUAL TUITION OPTIONS

Admission fees and tuition are due on or before July 1st

☐ Annual Payment – July 1, 2020* (Qualifies for tuition discount)

☐ Semi-Annual Payments – July 1, 2020 and Jan 1, 2021

(OR) MONTHLY TUITION OPTIONS

Admission Fees are due on or before August 1st

☐ 10 months (Aug '20 – May '21) OR ☐ 11 months (Aug '20 – June '21)

☐ Recurring Credit Card Payment – processed on the 5th of each month; **Must see business office for authorization form.**

☐ Monthly In Office –Due on the 5th of each month.

☐ Automatic Tuition Payment Agreement authorizes TCA through Cogent Bank to establish automatic monthly payments from my bank account in accordance with the terms listed below.

Please indicate choice below

☐ 2nd and/or ☐ 16th ☐ Checking Acct or ☐ Savings Acct

►►►►►► INCLUDE VOIDED CHECK OR DOCUMENTATION OF SAVINGS ROUTING/ACCT #'S ◄◄◄◄◄◄

If a student is withdrawn, the month's tuition in which the student is withdrawn is required in full and all prepaid discounts are forfeited. If a student withdraws at the end of the quarter, payment due would be for the balance of the quarter. (If other arrangements have been made, you are responsible to complete your obligation). Scholarship funding will be calculated based on the student's last day of physical attendance.

Your student's account will be billed accordingly as charges are incurred throughout the year. These fees may include extended care, tardy charges, late fees, etc. and are due and payable upon receipt of statement. Report Cards are distributed four times throughout the year. In order for a student to receive their report card, the balance for their combined accounts (cafeteria, athletics, and school account) cannot exceed ten dollars. All tuition and ancillary charges must be paid up to date. Thirty day grace periods are not applicable.

Families failing to pay tuition according to an agreement or those that have demonstrated an unwillingness to make suitable arrangements will be subject to the Board of Directors policy on delinquent accounts. Once the account is delinquent 30 days, the parents will be notified by documented contact that the student cannot return to the classroom until a payment or suitable arrangement has been made. The parent will also be advised that they have 30 days to resolve the financial situation in order for the student to return to the classroom. At the 60 day point of the account being delinquent, (30 days delinquent from original due date and 30 days of student not in attendance), if compliance has not been met, the student will be withdrawn from Trinity Christian Academy at the direction of the Board of Directors. PLEASE INITIAL_____

A $25 service fee will be assessed for returned checks or rejected auto payment plans.
A $20 late fee will be assessed on any tuition payment made after the due date.

Responsible Party Signature _____ Please print _____ Date_____

Office Signature_____ Date_____

☐ I have completed the new student application in MySchoolWorx through the school website.

PLEASE INITIAL_____

☐ I have completed the Google Form – Parent Release of Information through the school website.

PLEASE INITIAL_____