

Archbishop Bergan Catholic School

422 East 4th Street, Fremont, NE 68025
402-721-6611 – www.berganknights.org



THIS CONTRACT MUST BE RETURNED TO THE FINANCE OFFICE BY MARCH 1, 2020 WITH THE ENROLLMENT FEE. A LATE FEE OF \$50 WILL BE ADDED AFTER THE MARCH 1, 2020 SUBMISSION DATE.

Date: _____

Parent(s)/Guardian(s) Name _____

Address _____ City _____ State _____ Zip _____

Phone _____ Email _____

STUDENTS: **Please list oldest to youngest**

First and Last Name	Grade in 2020-2021	20/21 Tuition
_____	_____	100%
_____	_____	100%
_____	_____	25%
_____	_____	Free (K-12)
_____	_____	Free (K-12)

*******DO NOT SUBMIT WITHOUT CIRCLING YOUR PAYMENT OPTION*******

2020-2021 Tuition Rates -

Family Enrollment Fee	
9th-12th Grade	\$5,400
7th-8th Grade	\$4,750
5th - 6th Grade	\$4,175
Kindergarten - 4th Grade	\$3,575
Pre-Kindergarten (Mon-Fri)	\$2,150
Preschool (M,W, F) AM or PM	\$1,225
Preschool (Tu, Th) AM or PM	\$1,035

Payment Options -

Option 1: Single payment due July 15, 2020
 Option 2: Bi-annual payments due July 15, 2020 and January 15, 2021.
 Option 3: Monthly payment plan, budgeted over 12 months beginning in July 2020. There is a \$43.00 annual fee from FACTS, which is added to your tuition total. Through FACTS you have the option of paying with checking, savings, or credit/debit card. You MUST be enrolled with automatic withdrawal by June 30th.
 There is a \$50 per month late fee assessed per option.

FINANCIAL ASSISTANCE REQUESTS

Please email Tes Shea, tshea@stpatsfremont.org if interested in Tuition Assistance.

SPLIT CONTRACT REQUESTS – Is this contract being split between two parents/guardians? Circle one YES NO

If YES: You are responsible for _____ % of tuition. 2nd Party is responsible for _____ % of tuition.

(Each responsible party is required to submit a tuition contract and pay an enrollment fee)

FINANCIAL RESPONSIBILITY

I/We hereby acknowledge financial obligation for the above named student(s) at Archbishop Bergan Catholic School for the 2020-2021 school year.

I/We attest that I am/we are the person(s) responsible for paying the tuition and fees as indicated above

I/We understand that account delinquency may result in the holding of schedules, grades, and transcripts and the forfeiture of graduation and/or future enrollment.

This contract and enrollment fee must be submitted to the Finance Office by March 1, 2020.

All enrollment fees are non- refundable, see reverse for more information. **(After March 1st Family Enrollment Fee is \$200.)**

Signature of Parent/Guardian _____

Date: _____

How to compute tuition rates for your family:

Student 1 (highest grade enrolled) is 100 % tuition rate.
 Student 2 (second highest grade enrolled) is 100% tuition rate.
 Student 3 (third highest grade enrolled) is 25%
 In order to make tuition more affordable for large families, tuition will be covered by the parish for students 4, 5 or more
 This discount does not include Pre-Kindergarten, Preschool OR child care programs

A. PAYMENT OPTIONS:

1. One annual payment due July 15th
 2. Two bi-annual payments due July 15th and January 15th
 3. Twelve monthly payments due July 5th or 20th - June 5th or 20th
 All monthly tuition payments are made at online.factsmgt.com/signin/3G978
 A \$43.00 fee will be assessed for using the monthly option through FACTS.

B. TUITION ASSISTANCE

Please email Tes Shea, tshea@stpatsfremont.org if interested in Tuition Assistance.

C. \$CRIP REBATE

USE THE \$CRIP REBATE PROGRAM APP TO EARN TUITION CREDITS ON YOUR ACCOUNT. This program gives parents access to gift cards from a variety of stores and restaurants. Orders can be placed by email, at the church (before or after weekend Mass), or at the Parish Office (during weekday office hours). Use \$crip for everyday purchases: groceries, clothes shopping, holiday shopping, home repairs, etc.
ORDER YOUR SCRIP ONLINE!
https://www.berganknights.org/about/scrip_program.html

D. ENROLLMENT FEES

ALL families with students Preschool-12 must submit a \$150 (nonrefundable) family enrollment fee. Enrollment forms and fees must be completed in order to reserve a place in the class. In the event that a class is filled, non-enrolled students or students whose enrollment fee is unpaid will not be guaranteed placement. Enrollment is not complete until the fee is paid.

E. DELINQUENT TUITION ACCOUNTS

Accounts are considered delinquent after the last working day of the month. If a family is unable to meet its financial obligations, the matter must be discussed promptly with the Finance Department.

* In case of insufficient funds or credit card denial, your FACTS account will be charged \$30.00.

*Credit card payments will be assessed a processing fee.

*Accounts that remain delinquent past 60 days will result in termination of access to Sycamore until the account is brought current.

*In the event a family becomes more than 60 days delinquent, report cards will be held until the account is made current.

*Accounts that remain delinquent past 90 days are considered to be in default of contract and may be turned over to an attorney or collection agency for final resolution. Any additional expenses incurred as a result of the collection will become the responsibility of the parent or guardian.

*Students can be dismissed from school if parents do not meet financial obligations as detailed in this tuition contract.

*Re-enrollment will not be accepted for any student whose tuition account is not current.

*No student will be placed on a class list for the upcoming school year nor will records be released for any student whose tuition account is not current.

* Enrollment fees are considered non-refundable unless Archbishop Bergan Catholic School is not able to place the student, or a family relocates out of the area prior to the beginning of the school year.

*Upon acceptance of a student by Archbishop Bergan Catholic School and execution of a tuition contract, the full year’s tuition shall be considered payable and nonrefundable. If a student should leave Archbishop Bergan Catholic School for any reason during the school year, other than moving out of the area, Archbishop Bergan Catholic School may at their discretion, refund tuition based upon the following schedule:

E. REFUND POLICY

Date of Departure From Beginning of School Academic Year	% of Tuition Refunded
Prior to beginning of school year - 100% less nonrefundable enrollment fee	
1-47 calendar days (1st Qtr)	75%
47-92 calendar days (2nd Qtr)	50%
93-153 calendar days (3rd Qtr)	25%
After 153 calendar days	0%

All tuition refunds are contingent upon Archbishop Bergan Catholic School receiving 30 days’ notice prior to the student’s actual departure date and the refund amount will be determined based on the actual departure date.

*Report cards and student records (including test scores and transcripts) will not be distributed to students whose accounts are not paid by the end of the year. **The school reserves the right to withhold all student records (with the exception of Health Records) until past due accounts have been paid in full.**

*Since individual student accounts are invoiced on a family basis, these policies will affect each child in the family (If a transferring student leaves a balance due, any siblings will not be admitted to school until the transferred student’s balance is paid in full.)

FOR OFFICE USE ONLY:	Entered into Sycamore	School	_____
	Entered into Sycamore	Finance	_____
	Enrollment Fee Paid	\$	_____
		Cash	_____
Date Received in Finance Office:	_____	Check	_____
Received by:	_____		