



# ST. THOMAS THE APOSTLE

333 Highway 18, Old Bridge, NJ 08857 732-251-4812



## St. Thomas the Apostle School Tuition Payment Policy

### REGISTRATION AND FEES (non-refundable)

- Pre-K \$125 per family. Pre-Kindergarteners do not qualify for the elementary school multiple family discounts; however, the Pre-K registration fee will be waived.
- Grades K-8 \$400 per family. This fee is payable in two installments of \$200 in the months of February and March. After February, the \$400 must be paid in full.

The Registration Fee is paid online through Smart Tuition. This fee secures your child(ren) a place in our school.

### TUITION BILLING

St. Thomas the Apostle uses Smart Tuition Services to collect tuition. **Parents/Guardians are required to enroll online at [www.enrollwithsmart.com](http://www.enrollwithsmart.com).** There are multiple payment choices; however, regardless of the payment plan, **all families are required to register. All families must enroll in automatic payments; we no longer offer invoiced billing.** Smart Tuition will also assess an annual \$48 set up fee, payable at the time of your registration.

### **Non-Admission Due to Tuition Payment Delinquency**

- The Administration will inform any school family failing to pay their tuition according to their agreement with the school or who have been unwilling to make suitable alternative arrangements with the school that their children are not allowed admittance or re-admittance to St. Thomas the Apostle School. Once financial restitution is made, re-admittance under these circumstances is conditional. A deadline for a student's timely enrollment for the first day of school is August 1<sup>st</sup>. **Any student delinquent in payments of any type will not receive report cards, transcripts, letters of recommendation, or be promoted or graduated from St. Thomas the Apostle School.**

#### Delinquent Tuition from Previous Years

- Any unpaid tuition from previous years prevents re-enrollment in St. Thomas the Apostle School. Under these criteria a parent must pay all previous outstanding fees prior to enrollment.

#### Delinquent Tuition Collection

- In addition to the above, any family who is in tuition arrears will be reported to our collection agency, The Notte Agency, Inc.

### WITHDRAWAL FROM ST. THOMAS AFTER SEPTEMBER 1

Any family who withdraws from St. Thomas the Apostle school after the first day of classes is **obligated to pay tuition through December 31.**

We have read the Tuition Payment Policies for St. Thomas the Apostle School. We understand all policies and agree to abide by them.

Family Name (Print): \_\_\_\_\_

Parent 1 Name (Print): \_\_\_\_\_ Signature: \_\_\_\_\_

Parent 2 Name (Print): \_\_\_\_\_ Signature: \_\_\_\_\_