



## FINANCIAL POLICY 2019-20

Greenville Christian School is a work of faith. There is not a single church, agency, or body on which it relies for support. Individuals, families, and churches share in the ministry of this school as the Lord enables them.

Tuition fees are intended to cover the basic operating expenses of the school. While maintaining a high quality program of Christian education may well entail sacrifice, God has promised to "supply all our needs according to His riches in glory by Christ Jesus." Families, school personnel, and the school itself all rely on this firm assurance.

The operating budget includes staff salaries and benefits, educational materials, facility operation and maintenance, and some minimal capital expenditures for furniture and equipment. Financial aid and most student activities are not funded through tuition.

<b>DUE DATES:</b>	<b>Application Fee (\$50)</b>	Payable with initial submission of application for admission (This is for NEW students only. <i>This is not a re-enrollment fee.</i> )
	<b>Registration *</b>	Payable when admitted or when re-enrolling
	<b>Monthly Tuition/Fees:</b>	Monthly Payments - Due the 1st of each month, June - May Semi-Annual payments - Due June 1 and December 1 Annual payment - Due June 1

(\* This fee may be paid out over the months of February, March, April, and May when re-enrolling. A penalty of \$200.00 will be assessed if not received by May 31.)

**ACCOUNTS IN ARREARS:** A late fee of **\$25.00 per student/per month** is assessed for payments received after the 10th of each month. This penalty may be waived if satisfactory arrangements have been made with the school office before the due date.

Prompt payment of tuition is essential if the school is to meet its own financial obligations on time. Accounts in arrears will be reviewed by the School Board, which reserves the right to dismiss students from the school when the family account is overdue by 60 days or more and satisfactory arrangements for payment have not been made. Academic records which GCS has generated will not be released or forwarded until all financial accounts have been cleared.

Accounts must be current at the start of each semester in order for students to start school on those dates.

**REFUND POLICY:** Registration and Resource fees are non-refundable. Tuition is charged for each month the student is officially enrolled and is non-refundable. Tuition paid during the summer months of June, July, and August is non-refundable; in exceptional circumstances, such as an unexpected family move away from the area, the School Board may authorize a refund upon request.

**WITHDRAWAL:** If it becomes necessary to withdraw a student during the school year, tuition is charged for the full month even if the student attends for only part of the month. If the withdrawal is at the School's request, tuition for the remainder of the month will be refunded on a pro rata basis. Upon withdrawal, any outstanding balance must be paid with cash or a cashier's check.

**NSF CHARGES:** A fee of \$35.00 is assessed for returned checks.

**RE-ENROLLMENT OF STUDENTS:** Priority re-enrollment of students already attending GCS is contingent on tuition and fees being current at the time of re-enrollment. If the family account is in arrears, and class enrollment reaches capacity, space cannot be assured. *Students are eligible to begin the new school year only if all charges from previous years have been paid in full.*

**MASTERCARD/VISA PAYMENTS:** Mastercard/Visa payments for tuition or registration fees can only be accepted through Intuit Payment Network.

**TUITION ASSISTANCE:** A tuition assistance program has been established to assist qualifying families. The School Board intends that no family committed to Christian education be denied that opportunity because of financial need. The distribution of monies within this program is dependent upon the amount available on an annual basis. Families requiring assistance should make application on forms available through the school office within the application period. Tuition assistance is granted on an annual basis by a tuition assistance committee. You must re-apply each year if assistance is needed. Tuition assistance is available to those who demonstrate actual need without regard to nationality, gender, God-given race, color, or ethnic origin.

---

**Your signature on the FAMILY ENROLLMENT FORM indicates that you have read these terms and accept them as conditions for enrollment/re-enrollment for the coming academic year. Please keep this sheet for your reference.** **2/2015**