

ST. JOHN BOSCO CATHOLIC SCHOOL 2021-2022 FINANCIAL AGREEMENT

The purpose of this document is to underscore St. John Bosco Catholic School's need for prompt payment of tuition by all families. The financial policies of St. John Bosco Catholic School are based on a need to maintain a strong financial foundation. If unforeseen financial difficulties arise, families should immediately contact the St. John Bosco Catholic School Business Manager in order to review the financial hardship and seek a mutually agreeable alternative tuition payment plan. Understanding that unexpected situations can and do arise, SJB strives to work with families. The School must, however, maintain an adequate revenue stream to meet its financial commitments and to ensure that all students and their families are treated fairly and equitably. Families who become delinquent in their tuition obligations pursuant to the agreement they have reached with SJB will be notified that their student(s) will not be allowed to continue their education at SJB until the tuition obligation is current. Specific guidelines are as follows:

1. All past due/delinquent tuition and fees must be paid by the first day of class or student(s) will not be seated.
2. When tuition is 30 days past due, a letter will be sent to the family requesting that tuition be brought current.
3. When tuition is 60 days past due, a second letter will be sent to the family explaining the non-admission policy.
4. If ALL tuition payments are not current as of December 31st, student(s) will not be seated in January upon return from break.
 For the second half of the year, the same protocol will be followed with the following modifications:
5. If ALL tuition payments are not current three weeks prior to the last day of class, student(s) may not take the final exams. Report cards will show an incomplete in each subject. Eighth graders will not be allowed to participate in graduation exercises/receive school transcripts. The same shall apply to underclassmen.

All report cards, student records, transcripts, and diplomas are the property of St. John Bosco Catholic School and will not be issued to current, transferring, or graduating students until all tuition is paid in full. St. John Bosco is committed to your child(ren)'s education and spiritual growth. In exchange, SJB requests your commitment to the financial well-being of our school by honoring your tuition agreement.

I have received and reviewed this tuition agreement and agree to the terms and conditions of the ST. JOHN BOSCO CATHOLIC SCHOOL FINANCIAL AGREEMENT for 2021-2022.

Sign _____ Print Name _____ Date _____
 (Parent/Guardian)

Responsible Party for Payment of Tuition _____
 (must match payer on FACTS Management and/or Parent or Guardian if payment made directly to SJB)

Signature of Responsible Party _____ Date _____

****This form must be completed, signed, and submitted to the SJB office by the first day of school or students will be sent home. Please keep a copy for your records.****