



K-5th Fee Schedule: Academic Year 2018-2019

<u>Annual Registration:</u>	\$160.00	
	Processing of forms	Terra Nova testing
	Spirit Day Shirt	FACTS Tuition Management Fees
	New Student Testing	ACSI Membership
	Class Manipulatives	

<u>Other Fees:</u>	Class Supply Fee (K-3):	\$20.00
	Disaster Fee	\$15.00
	Field trip fees	as required
	Graduation/Promotion fees	as applicable
	Sports program fee	as applicable
	Yearbook Fee	to be determined

Annual Tuition: **\$5,900.00**

FACTS payment options:

Full Payment:

The entire amount of tuition and fees is paid on or before the first day of school. This payment is paid directly to the school office.

Monthly FACTS Payments:

Tuition is paid over a 12 month period beginning July 1st. The FACTS plan offers two different ways to pay tuition:

1. **Electronic debit**, as authorized by parents, from their bank accounts (checking or savings accounts). It is important to note that FACTS Management Company and Orange County Christian School never see your bank account nor have any direct access to your account. The automatic payment process is strictly controlled by state and federal laws to be completely confidential and limited to what has been authorized by the parents.
2. **Credit cards** (American Express, Visa, Discover or MasterCard). Please note that there is a 2.5% convenience fee for any credit card payments made

Textbooks:

OCCS contracts with ClassBooks.com for all of our textbooks. All textbooks will be purchased by parents directly from our online bookstore at Classbooks.com. No book fees will be paid directly to OCCS.

Parent Fundraising Commitment:

In addition to tuition payments each family is required to raise a total of \$200 per year by participating in our fall (\$100) and spring (\$100) fundraisers. This fundraising commitment may be added to your monthly payment plan through FACTS. When choosing to add your fundraising commitment to tuition you will not be required to participate in those two fundraisers. However, if you do participate, any funds raised will be credited to your account per our fundraiser sharing policy.

Miscellaneous Classes:

Outside vendors may offer classes such as dance, band, karate, etc. which are funded by contract between the parents and the vendors offering services. Informational flyers will be sent home regarding such programs at the beginning of the school term.

Other Registration/Tuition Policies:

Refunds: Should circumstances require withdrawal of a student after registration, a refund of 50% of full registration paid shall be made until June 30th. After this date, registration fees are non-refundable

Discount Policy:

K-12 th grade:	Second child:	10% off tuition.
	Third child:	20% off tuition.
	Preschool Sibling:	\$10.00/week off weekly charge

Tuition payments:

All Tuition payments will be made through FACTS Tuition Management. If a monthly plan is selected, tuition must be paid on the 1st, 5th, 15th or 20th of each month.

Payments that are made on or after the 15th of each month must be applied to the following month.

Returned or Non-Sufficient Funds FACTS Payments:

If your payment is returned to FACTS because of insufficient funds, FACTS will attempt to take your payment for up to two (2) more times on the next available payment date. You will be charged a *returned payment fee of \$30.00* from FACTS. FACTS will notify you when the returned payment will reattempt along with the fee.

If a payment is returned to FACTS two (2) times, you must bring the payment in the form of a Money Order or bank check to the Business Office immediately.

Returned Checks:

A \$30.00 fee will be assessed for any checks made payable to OCCS that are returned for insufficient funds. When replacing a returned check, only a Money Order or Bank Check will be accepted.

Miscellaneous Fees:

Throughout the year, some incidental fees, such as athletic program fees, fundraiser fees, lab/class fees, etc., will be invoiced to your account and then added to your automatic payments via FACTS. All families will be given at least ten (10) days' notice before these fees will be withdrawn from their payment accounts.

Daycare Hours and Rates:

AM—6:00 until 8:00 or PM—3:30 until 6:00	\$100.00 per month flat rate
Both AM and PM daycare	\$150.00 per month flat rate

(Multiple children in a family: siblings are 50% of the normal fee)

Christmas and Easter Break rates: \$100.00 per week. (Siblings are 50% of the normal fee.) / \$25.00 per day
Lunches not included

Students must be signed into and out of daycare each day. Students over the age of 10 may sign themselves into AM daycare, with parent permission, but an adult must sign them out in the evening. For safety and emergency reasons, we must know who is on campus, and who has removed a child from campus.

Hot lunch program information:

After the first week of school, a hot lunch program is available. Students will receive a menu for the upcoming month, and may select the days they will be purchasing a lunch. Cost of lunches is \$4.50 for a small lunch and \$5.50 for a large lunch. Milk, chocolate milk, or juice is included, and these drink items are available for purchase to students who choose to bring a lunch, as well. Lunches are ordered via the ParentsWeb site for the month and prepaid, or you may order and prepay by the week.

Orders must be received on Thursday of the week prior to the menu dates, as we must order ahead from our vendors. *We are sorry, but we cannot accept late orders, as the foods are pre-ordered on the Friday before they are served. Thank you for your help in seeing that orders are turned in by Thursday of each week.*

Students may purchase breakfast items up until 8:00 AM, and snacks may be purchased at the morning nutrition break/recess, as well as after school from 3:00 until 3:15. Snacks range from 25 cents to a \$1.50.