



PRINCE

AVENUE CHRISTIAN SCHOOL

Financial Policy

2201 Ruth Jackson Road · Bogart · GA · 30622
678.753.3000 · Fax 678.753.3028 · www.princeave.org

Registration Fee

The registration fee is due upon registration and is NON-REFUNDABLE.

School Tuition

Tuition is computed on an annual basis and is pro-rated by month for a student enrolling after the school year has begun. The following are the methods of payment that you may choose. **Please place a check next to the payment plan you desire.**

- Annual Plan:** A 4% prepay discount will be given if the tuition is paid in full by July 1 or upon student acceptance. The 4% reduction is forfeited if a student transfers before the end of the school year. This plan may not be paid by credit card.
- 12 Month Plan (Re-enrolling Students only):** Tuition may be paid in 12 monthly installments which are due the 1st of each month. The first payment is due June 1.
- 10 Month Plan (New Students only):** Tuition to be paid in 10 monthly installments beginning July 1 or at time of registration if student is accepted after July 1.

Refunds

All fees are non-refundable. In the case of withdrawal, tuition must be paid through the month enrolled and early withdrawal fee of \$300 must be paid.

Action on Late Accounts

Tuition payments received after the 5th of the month will be charged a late fee of 5%. It is very important that you contact the financial office if you cannot make your tuition payment on time. If neither the payment due nor satisfactory arrangements have been made within five school days after the end of the month, the student will be dropped from the class and from the school roll. In order to re-enroll, the full registration procedures must be followed.

If the student is withdrawn, school records and report cards will be withheld until all financial accounts are clear (including the return of library books and textbooks).

Past due accounts may be turned over to a collection agency. All collection fees will be the responsibility of the student's parents or legal guardians.

Action on Returned Checks

A fee of \$25.00 will be collected for any checks returned to PACS by the bank, plus any charge the bank assesses the school.

If a tuition account is past due, any fees for field trips, class trips, etc., regardless of payer's intent, will be transferred to the tuition account to satisfy any past due amounts.

Parent Name (PLEASE PRINT)

Name(s) of Children Attending PACS

Signature

Date