



**ST. WILLIAM CATHOLIC SCHOOL**  
*A Community of Faith, Family, and Learning*

135 O'Flaherty  
Walled Lake, MI. 48390  
(248) 669-4440

[www.stwilliam-school.com](http://www.stwilliam-school.com)

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## 2019-2020 TUITION CONTRACT

This agreement ("Agreement") dated \_\_\_\_\_ is made and entered into between St. William School ("School") and \_\_\_\_\_, who is/are the Parent(s)/Legal Guardian(s)/Other of the following students:

_____ (Student name)	_____ (Grade level in Fall, 2019)
_____ (Student name)	_____ (Grade level in Fall, 2019)
_____ (Student name)	_____ (Grade level in Fall, 2019)
_____ (Student name)	_____ (Grade level in Fall, 2019)

### Payment of Tuition:

1. The undersigned agrees to pay tuition for the entire School Year (August through June) in the amount of \$\_\_\_\_\_ ("Tuition"). Parents shall select a payment plan for tuition from among the options set forth in Appendix 1 ("Payment Plan"). All tuition payments shall be made in accordance with the Payment Plan.
2. The School will be utilizing the FACTS Online Tuition Solution for ALL tuition payments. New families are to visit the School website ([www.stwilliam-school.com](http://www.stwilliam-school.com)) and click on the "Registration/Tuition" tab. Select "Facts" from the drop down. You will be prompted to create a username and password and to set up your payment plan. Current families only need to initiate payments on FACTS for the new school year. All tuition payments must be made through this online site. No payments will be accepted at the School or Parish Offices.

Adopted January, 2019

### Mission Statement:

"We exist to provide a school environment in which Christ is encountered and Discipleship is fostered through the teaching and practice of Catholic Tradition, values, and doctrine, while challenging each student to academic excellence."

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3. If a tuition payment is thirty (30) days overdue, the School may impose any or all of the following sanctions, at the School's sole discretion, unless specific payment arrangements have been made in writing and signed by the President of the School Administrative Oversight Board. Sanctioned actions include:
  - a. Assessing late fees of \$35
  - b. Withholding Academic Records
  - c. Disallowing Student's participation in sports or other school activities
  - d. Withdrawing Student from class participation
  - e. Withdrawing Student from school
  - f. Using a collection agency
  - g. Filing a claim in court
  
4. A family with an unpaid balance for the current school year may not register for the following school year until the tuition for the current school year is paid in full, unless specific payment arrangements have been made in writing and signed by the President of the School Oversight Board. The School can withhold the child's records, diplomas or transcripts until all balances are paid in full.

**Refunds:**

5. Families who withdraw a child from school prior to the start of the school year will be eligible for a refund of all tuition monies paid for that school year. The registration fee is non-refundable.
  
6. If the student is withdrawn after the start of the school year but prior to the start of the second semester, for any reason other than the School's choice due to inability to meet the service needs of the child, the family will be eligible for a refund of up to 50% of the full year tuition. The family will be responsible for paying 50% of the tuition. Any amounts received by the School from the Archdiocese of Detroit or St. William Parish to arrive at total tuition will not be considered when calculating a refund amount.
  
7. If the student is withdrawn after the start of the second semester, for any reason other than the School's choice due to inability to meet the service needs of the child, the family will not be eligible for a refund. The family will be responsible for paying 100% of the tuition.
  
8. If a student is asked to leave or withdraw from the School due to the inability of the School to meet the service needs of the child, the undersigned is responsible for the prorated annual tuition through the end of the month in which the Student withdraws.

**General Terms and Conditions:**

9. The term and conditions of the School's enrollment and other policy information which may be provided to the Student are hereby incorporated into this Agreement by reference.
10. It is further understood, that the Student and the Student's parents/guardians, will abide by the policies and guidelines as documented in the School handbook.
11. The following one-time processing fees will apply to tuition payment:
  - a. There will be no processing fee for families electing to make one payment for the full tuition amount.
  - b. There will be a processing fee of \$10 per family for families electing to pay their tuition in two payments.
  - c. There will be a processing fee of \$45 per family for families electing to pay their tuition in three or more payments. (Payments are due on the 15<sup>th</sup> of the month.)
12. Payment can be made by Visa, MasterCard, American Express, or Discover credit cards or via a bank ACH (electronic transfer). A credit card payment will incur a 2.85% Service Fee. There is no fee for a bank ACH.
13. I/We understand any AoD Grants received by the School on behalf of our Student(s) may be used by St. William Parish to offset any subsidy provided by the Parish for our Student(s) for this School Year. Grants will not be available for any junior kindergarten students or part time kindergarten students.
14. I/We understand that a place will be reserved for our Student(s) only when this Agreement and other required forms are submitted. I/We understand that acceptance of enrollment depends on the Student's successful completion of the current School Year and on full payment of all Tuition for the current and/or prior School Years.
15. I/We understand the School reserves the right to deny enrollment and/or expel a Student whom it determines is unsuitable for enrollment.

**I/We, the undersigned, have read and understand the Terms and Conditions of this Agreement, for the enrollment of the Student for the 2019 – 2020 School Year. I/We agree to abide by said Terms and Conditions and agree to fulfill the total financial obligation for payment of Tuition as set forth herein.**

\_\_\_\_\_  
Signature of Parent/Legal Guardian/Other

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Signature of Parent/Legal Guardian/Other

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

APPENDIX 1

**PAYMENT PLAN ALTERNATIVES**

The School offers the following Payment Plans. Please choose one:

**OPTION 1 – SINGLE PAYMENT PLAN.** Tuition will be paid in full in one (1) payment at the time of registration or by August 1, 2019.

**OPTION 2 – TWO PAYMENT PLAN.** Tuition will be paid in two (2) payments; the first on or before June 1, 2019 and the second on or before December 1, 2019. There is a one-time processing fee of \$10 for this option.

**OPTION 3 – MONTHLY PAYMENT PLAN.** Tuition will be paid in equal monthly payments, due on the 15<sup>th</sup> of each month, beginning no later than June 15, 2019. Payment schedules may last no longer than 10 months. There is a one-time processing fee of \$45 for this option.

**Junior Kindergarten (full day) through Grade 8** **\$5,400**

**Junior Kindergarten Part Time Tuition (Mon/Wed/Fri all day)** **\$4,000**

**DISCOUNTS:**

**TUITION TOTAL**

**Multi child discount:**

**2<sup>nd</sup> Child (\$4,800) \$600 Discount \$10,200 + fees**

**3<sup>rd</sup> Child (\$4,500) \$900 Discount \$14,700 + fees**

**4<sup>th</sup> Child (\$4,200) \$1,200 Discount \$18,900 + fees**

**FEES:**

**Family Registration Fee: \$300**

**The non-refundable registration fee will be discounted from Tuition for students that register before April 1, 2019.**

**Technology Fee: \$200 per child**