

PHILLIPSBURG CHRISTIAN ACADEMY

A Great Place to Grow !

Tuition and Fees: 2009-2010 printed January 23, 2009

Tuition is charged by the year – 10 month school year (prorated for mid-year enrollees) or 12 month calendar year (year-round Early Childhood) and may be paid lump-sum or paid in installments. When comparing our fees to other schools please realize that many schools require and charge a parent association membership fee and/or charge a special assessment fee if a family does not fund-raise a certain quantity of money. *This can add hundreds of dollars to the cost of attendance on top of tuition.* Phillipsburg Christian Academy does not do this. We like to keep it simple and affordable for you. Phillipsburg Christian Academy is a great value!

Application and Pre-admission testing fees:

New student application fees are **\$150.00** per child (or **\$170.00** per child after March 1)

Returning student application fees are **\$90.00** per child (or **\$110** per child after March 1)

Fees are due when the application is submitted.

Early Childhood Program: Rate Schedule

Rates/Times Eager Learners - 4 yr old Early Learners - 3 yr old	School Yr lump sum by Aug.1	Qtr. (school yr)	10 Mthly pmts. School year ends June 11, 2009 (min. 6 mo.)
			\$521
5 day, all day (3 & 4 yr)	\$5,205	\$1,302	\$392
5 day 1/2 day (3 & 4 yr)	\$3,919	\$980	\$392
3 day all day (3 & 4 yr)	\$3,919	\$981	
			\$209
3 day, ½ day <u>3 yr only</u>	\$2,090	\$523	\$209
2 day, ½ day <u>3 yr only</u>	\$2,090	\$523	

Kindergarten - 1st Grade Rate Schedule:

GRADES K– 8th	Annual by Aug. 1	Quarterly: Aug 1, Nov 1, Feb 1, Apr 1	10 month 1 st payment due Aug. 1	11 month 1 st payment due July 1.
½ Day K *				
1 child	3,841	964	386	351
2 children	7,143	1,793	717	652
3 children	9,908	2,487	994	905
All Day K - 8	Gr. 1-8			
1 child	4,633	1,163	466	423
2 children	8,617	2,163	866	787
3 children	11,952	3,000	1,200	1,091
4 children	14,639	3,674	1,470	1,337

*space may be limited for part-time students.

When enrolling** children, parents enter into a legally binding financial contract obligating them for the entire year's tuition (6 months for Early Childhood) whether or not their child(ren) complete the year. Accounts disenrolling prior to the end of the school year are responsible for the unpaid balance of full annual tuition, unless exempted by approval of their written request of the School Commission. Policy exemptions are made for:

1. Job change requiring an out-of-area move, when the company provides no relocation allowance.
2. Permanent disability or death of the child due to illness or accident.
3. PCA concludes it cannot meet the educational needs of the student.
4. Death of a parent resulting in disenrollment of child, or other circumstances approved by the board.

**A child is considered enrolled at the time a letter of acceptance is written (new student), or once the reenrollment form and registration payment have been received by the school for a returning student. Financial responsibility begins at the time of acceptance or reenrollment, not when a child actually begins attending classes.

PCA Account Guidelines:

1. Previous balances: Re-enrollees must be paid in full in order to begin classes.

2. Payments: *Tuition payments are as follows:*

- a. Annual payment in full: due by August 1st.
- b. 11-month installment plan first payment is due by July 1st.
- c. 10-month installment plan first payment is due by August 1st.
- d. Quarterly installment plan payments are due by Aug. 1, Nov 1, Feb 1 and Apr 1.

Families enrolling and paying monthly after August 1st may need to make "catch up" payments, so their last installment will occur in May. Late payments are subject to late fees.

3. Book fees:

Fall book bills are due when books are received. Spring books are billed April 1st. Books received through the Book Recycling program or other "free" books are not charged to students, unless lost. Fall book charges range from \$100.00 to \$200.00, depending on grade level.

4. Miscellaneous fees:

Any miscellaneous start-of-year charges (i.e. gym uniforms, book bills) must be paid in full by December 1st. If any balance remains, late fees apply. Additional items purchased during the year, such as gym uniforms or replacement books, must be paid in full at purchase. Other charges may include lost books, gym uniforms, etc. These must be paid in full within 30 days. There may be occasional field-trip and fees for special lunches during the year.

5. Aftercare/Beforecare fees:

Supervision begins at 8:00 a.m. and ends at 3:15 p.m. as a provision of our program for enrolled students. Extended care is available for an additional charge of \$2.50 per child by the half hour or any part thereof. Beforecare is available beginning at 6:30 a.m. Aftercare is available until 6:00 p.m. Parents using Aftercare and/or Beforecare services on an intermittent basis are expected to pay Aftercare/Beforecare fees that day in person when dropping off/picking up their children. Parents who do not pick up their children by 6:00 p.m. will be surcharged \$15.00 per quarter hour or part thereof. Aftercare may not be available to a family after the third occasion of late pick-up. Rates are subject to change during the school year.

6. Late enrollees:

Registration fees and one month's tuition are due with application if applying after June 30.

7. Full-time Christian Worker Discount:

For those in full-time vocational ministry as pastors or missionaries, a discount of 20% is applied to an account before and instead of all other discounts, including multi-child discounts.

8. LVCHS discount:

For those families with children at PCA and Lehigh Valley Christian High School, PCA will count one child at LVCHS as though they were attending PCA, in calculating PCA tuition.

9. Payments:

Payments are applied to the oldest outstanding items, therefore payments are applied to older open miscellaneous items before being applied to tuition. When this occurs, late charges can result if it leaves tuition installments only partially paid. Payments of tuition, books, gym uniforms, and other fees are non-refundable.

10. Returned checks:

Accounts are charged \$25.00 for each check returned for insufficient funds (ISF), plus charges assessed PCA by our bank. If an account has more than two ISF checks in a school year, future payments that school year must be made by money order or credit card. If the returned check is due to bank error, these procedures will not apply upon our receipt of a letter from your bank acknowledging their error.

11. Late accounts:

Late fees of \$10.00 per child (per month) are charged on all past due balances on overdue tuition; other overdue balances are charged at the rate of 10% to a maximum of \$5.00 per child. **Disenrollment occurs when an account runs 60 days past due.** A student may not attend class until the account is brought current. Accounts are responsible for all mailing costs of delinquency notices.

To make your planning as easy as possible, we provide these guidelines, which are subject to revision or correction as conditions necessitate. If you have questions, please don't hesitate to ask. **908-859-6464** or email us at: pca.principal@gmail.com

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