

## CFS TUITION & FEES INFORMATION 2018- 2019

### **TUITION AND FEES:**

**Re-enrollment Fees:** All students currently enrolled in CFS must re-enroll online via Parent’s Web by the **March 16<sup>th</sup> re-enrollment date** to reserve a place in the school for next year. The re-enrollment fee for the 2018/2019 school year is \$150 per student. The re-enrollment fee is non-refundable. Students who re-enroll by March 16<sup>th</sup> and attend CFS for the 2018/2019 school year will have \$125 of the \$150 re-enrollment fee applied as a discount toward the book fees for the 2018/2019 school year. Any current CFS student who has not completed online re-enrollment and paid the re-enrollment fee by the March 16<sup>th</sup> re-enrollment deadline will not be guaranteed placement, as new enrollments will be accepted after that date and classes may be full. Re-enrollments received after the March 16<sup>th</sup> deadline will also forfeit application of \$125 of the re-enrollment fee toward the Book Fee, and thus will have to pay both the full \$150 re-enrollment fee and the full book, supply & technology fee.

**Enrollment Fees:** A non-refundable enrollment fee of \$150.00 per child is due upon acceptance for admission to CFS for students who are enrolling for the first time at CFS in Preschool through 12<sup>th</sup> grade.

**Tuition Rates:** Tuition rates for the 2018 - 2019 school year for K-12 are as follows:

Grade Level	Regular Rate		CFC Family or Full-Time Minister	
	Tuition	Book, Supply & Technology Fee	Tuition	Book, Supply & Technology Fee
<b>K5 – Full-Day Program*</b> (8:25 am – 3:30 pm)	\$6,950	\$300	\$5,560	\$300
<b>K5 – Half-Day Program</b> (12:30 pm – 3:30 pm)	\$4,550	\$200	\$3,640	\$200
<b>Grades 1-5</b>	\$7,250	\$300	\$5,800	\$300
<b>Grade 6</b>	\$7,850	\$300	\$6,280	\$300
<b>Grades 7-8</b>	\$8,400	\$300	\$6,720	\$300
<b>Grades 9-12</b>	\$8,750	\$300	\$7,000	\$300

\*Full Day Kindergarten Program includes half-day morning Kindergarten instructional program, monitored lunch, and an afternoon enrichment program. Full-day Preschool students are also in a morning Preschool program, followed by an afternoon enrichment program.

**Out-of-State, Class Trip Fees** – when CFS students are in grades 7, 11 and 12, they get to participate in special out-of-state, class trips that provide unique educational, service/historical and recreational experiences. In order to reduce fundraising needed in the year of these class trips, a class trip fee is assessed. Students in 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup> grade are assessed a \$50 fee per student annually to go toward the Creation Museum trip in 7<sup>th</sup> grade. Students in 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> grade are assessed a \$100 per student fee annually to go toward the junior service/historical trip and the senior recreational trip. These fees are due August 1<sup>st</sup> and they are non-refundable, i.e., if a student leaves CFS before the trip year, the funds will stay with the class to help pay for the trip(s) for that class.

### **Out-of-State Class Trip Fees**

Grade Level	Class Trip Fee
5 - 7	\$50
8 - 12	\$100

**Tuition Rates:** Tuition rates for the 2018 - 2019 school year for the **Preschool Program** are as follows:

Preschool Rates		
Options Available	Tuition	Book/Supply Fee
Half Day Program (M-F) (8:25 am – 11:30 am)	\$4,550	\$200
Full Day Program (M-F) (8:25 am – 3:30 pm)	\$6,950	\$300

**Tuition Payment Options:** Tuition may be paid using any one of the following four options:

- **Annual Payment Option** - a single payment of total tuition for the year is **due in the CFS office by August 1<sup>st</sup>**. There is a **2% discount** for payment with the annual payment option.
- **Semi-Annual Payment Option** - two payments, with the first payment (1/2 of the total yearly tuition) due on August 1<sup>st</sup> and the second payment due on December 15<sup>th</sup>. There is a **1% discount** with the semi-annual option, which is discounted on the second payment (December 15<sup>th</sup>).
- **Monthly Payment Option** - ten payments (August - May) will be automatically withdrawn from either a checking or a savings account by electronic withdrawal. The payment will be withdrawn on either the 5<sup>th</sup> or the 20<sup>th</sup> of each month, with the date selected by the family.
- **Semi-Monthly Payment Option** - twenty payments (2 per month, August - May) paid twice per month and withdrawn automatically by electronic withdrawal on the 5<sup>th</sup> and the 20<sup>th</sup> of each month (1/2 of the monthly amount each time).

### **Tuition Discounts**

**Christian Fellowship Church Support Discount.** The actual per student cost for attending Christian Fellowship School significantly exceeds the tuition charged. The difference between the actual cost and the tuition collected per student is a discount that each student receives as a result of the financial support that Christian Fellowship School receives from Christian Fellowship Church. This CFC support includes use and maintenance of facility, utilities, insurance, and support services including custodial, accounting, personnel and computer network support. If you have the financial means and are willing to donate above the tuition charged, your donation will be credited as a charitable donation and will be used to either help cover the general operating expenses of the school (undesignated donation), fund tuition assistance for needy families or used to improve programs in the school. Contributions from community churches or from individuals supportive of our vision are also welcome.

**Christian Fellowship Church (CFC) Member and Pastors Discount.** To qualify for the 20% discounted CFC member rate, you must: 1) have completed the CFC membership class, *Discovering CF*; 2) agreed to become a member, 3) be in regular attendance at CFC church services; and 4) support the ministries of CFC through ongoing participation and financial support (self-reported). CFC members become eligible for the discount at the beginning of the first semester following the completion of the *Discovering CF* class. The discount will be discontinued if a family transfers to another church or is no longer in regular attendance. Children of full-time Christian ministers also pay the discounted member rate as a professional courtesy. This discount does not apply to Preschool.

**CFS Alumnus Discount.** Graduates of Christian Fellowship High School are eligible for a 10% alumnus tuition discount. The alumnus discount applies only to tuition, not to book, supply & technology fees or other miscellaneous fees. The Christian Fellowship Church and Pastoral discount and the CFS alumnus discount are mutually exclusive, i.e. a parent can receive only one or the other of these discounts, and they cannot be combined. This discount does not apply to Preschool.

**Multiple-Student Family Discount.** In an effort to keep tuition more affordable for families with multiple students in the school, a discount is given for families who have more than one student enrolled in kindergarten through twelfth grade. The family discount rates are as follows:

Family Discounts: 2 students - 5%    3 students - 10%    4 or more students - 15%

The family discount does not apply to pre-school students, i.e. if a family has a 2<sup>nd</sup> grade student and a pre-school student, the two-student discount does not apply. The family discount applies only to tuition; it does not apply to book fees or other fees.

**Annual and Semi-Annual Payment Discounts.** There is a 2% discount for payment of tuition using the annual payment option, and a 1% discount for paying tuition using the semi-annual payment option. These discounts are further explained below.

### **Calculation of Tuition Due:**

1. Tuition covers the general costs of operating the school, which are primarily teacher and staff salaries and benefits, as well as other operating expenses such as furniture, equipment, transportation, telephone, copiers, printing, postage, classroom and office supplies.
2. Discounts can be calculated by multiplying the total family tuition due by the % of discount. Discounts do not apply to fees. For example, a family with students in 2<sup>nd</sup>, 3<sup>rd</sup>, and 9<sup>th</sup> grades would calculate tuition as follows:

$$(\$7,250 + \$7,250 + \$8,750) = \$23,250 \times .90 \text{ (3 student discount is 10\%)} = \$20,925$$

### **Tuition Payment Example:**

Using the example family above, with students in 2<sup>nd</sup>, 3<sup>rd</sup>, and 9<sup>th</sup> grades and a total tuition due of \$20,925, the payments due under the various payment options would be as follows:

- **Annual:**  $\$20,925 \times .98 = \$20,506.50$  due by August 1<sup>st</sup>  
Total: **\$20,506.50** (2% discount; \$418.50)
- **Semi-annual:**  $\$20,925/2 = \$10,462.50$  due by August 1<sup>st</sup>;  $\$10,253.25$  due by December 15<sup>th</sup>  
Total: **\$20,715.75** (1% Discount (\$209.25) applied to the second payment)
- **Monthly:**  $\$20,925/10 = \$2,092.50$  due on the 5<sup>th</sup> or 20<sup>th</sup> of the month by electronic withdrawal  
Total: **\$20,925** (No Discount; monthly, August through May)
- **Semi-Monthly:**  $\$20,925/20 = \$1,046.25$  due on the 5<sup>th</sup> and 20<sup>th</sup> of each month by electronic withdrawal.  
Total: **\$20,925** (No Discount; twice monthly, August through May)

An **Authorization for Electronic Entries Form** must be completed for families who select the monthly or semi-monthly payment plan. The authorization form should have a voided check or a savings account deposit slip attached, corresponding to the type of account used. **Whenever a change of bank or account occurs the school office needs to be notified and a new authorization form must be completed at least three business days prior to the next withdrawal date.**

**Insufficient Funds Fee:** There will be an Insufficient Funds Fee (IFF) of \$20.00 assessed for both the monthly and semi-monthly plan each time an electronic withdrawal is attempted and insufficient funds are available to make the withdrawal. This fee will be assessed (you will receive an insufficient funds notice from your bank as well) and collected by electronic withdrawal along with the missed tuition payment on the next scheduled withdrawal date (5<sup>th</sup> or 20<sup>th</sup> of next month). For example, if a payment was due on the 5<sup>th</sup> and insufficient funds were available to make the withdrawal, then a \$20 fee, plus a double tuition payment would be withdrawn on the 5<sup>th</sup> of the following month (the next scheduled withdrawal date) to bring payments up to schedule.

Requests to not make a scheduled withdrawal on the monthly or semi-monthly payment plan, or requests to change withdrawal amounts due to lack of sufficient funds to cover the withdrawal resulting in failure to collect tuition payments as scheduled, are subject to a similar Insufficient Funds Fee of \$20. Requests must be received at least three business days before the scheduled withdrawal.

**Payment for tuition using cash or check will not be accepted under the monthly payment option. Payment of tuition by cash or check is available only with the annual or semi-annual payment options.**

If arrangements are made with the CFS accounting office, initial lump sum payments may be made on the monthly or semi-monthly plans in order to reduce the amount of monthly or twice monthly payments, if this will help a family with budgeting of payments.

**Anyone who has not made tuition payments on either the annual payment plan by August 1<sup>st</sup> or the semi-annual payment plan by the August 1<sup>st</sup> and December 15<sup>th</sup> deadlines will not receive additional discounts (2 or 1%) and must pay by either the monthly or semi-monthly payment plan. In other words, failure to meet**

**the payment deadline(s) on the annual or semi-annual payment plans precludes all options except electronic withdrawal using either the monthly or semi-monthly payment option.**

**Explanation of Book, Supply & Technology Fees:**

The Book, Supply & Technology Fees cover the cost of ordering and buying updated textbooks for student use, teacher editions of textbooks, curriculum guides, resources and supplies for teachers. This fee also covers the cost of student planners, standardized testing fees, and a yearbook for each student. The technology fee (\$75 per student, grades K-12) is used to help cover the cost of computer lab computers, software and upgrades, as well as funding efforts to bring educational technology into the classroom. Non-consumable books remain the property of CFS, and are reused from year to year in an effort to keep book fees as low as possible. Book, Supply and Technology Fees are payable by cash or check and are **due by August 1<sup>st</sup>**. This fee is separate from tuition, and must be paid separately from tuition. Family discounts, as well as annual and semi-annual discounts do not apply to Book, Supply & Technology fees, only to tuition.

**Special Fees:**

Special fees are assessed to cover the cost of materials or services that benefit a selected group of students. In these cases, rather than include these costs in tuition, the administration of CFS believes it is most appropriate to assess a fee payable only by those students who directly benefit from the service.

Special fees include:

1. Students participating in athletics, cheerleading, interscholastic competitions, and special activities which require transportation, special equipment and/or uniforms, will be assessed an activity fee to pay for costs associated with the activity.
2. Band and art students will be assessed an activity fee to help cover the higher than normal costs associated with band participation (sheet music, stands, instruments, etc.) and art classes (art supplies).
3. A graduation fee of \$75.00 will be assessed to parents of seniors in March.
4. There will be a \$2.00 fee assessed for each detention a high school student receives. This \$2.00 fee is due on the day the detention is served. If the fee is not paid when the detention is served, the student's account will be billed and the fee will be increased to \$5.00.

**Special Program Fees:**

CFS administration will evaluate the demand and feasibility of providing certain programs and services during the 2018-2019 school year. These programs require additional charges to cover the cost of operating them.

1. **Individualized Instruction Center (IIC)** - students receiving special tutoring or taking classes through the IIC will be assessed a fee of \$35 per month per course session for an elementary student or \$50 per month per course session for high school students. This charge helps offset the increased cost of individualized instruction. Cost of additional or different curriculum may also be assessed to the student, if these materials are above and beyond what is normally covered by the book fee.
2. **Academic Lab** – Students who need individualized study help on a daily or regular basis may be referred by teachers to the academic lab, which meets from 3:50 – 5:00 p.m. Parents may also initiate requests for placement in the academic lab. Students are charged \$4.00 per session for this prescribed study hall; charges are billed to parents on a monthly basis.
3. **After Care** - all students remaining after 3:50 p.m. who are not involved in a school-sponsored and/or adult supervised activity will be taken to after-care and parents will be billed \$3.00 for the session if picked up by 4:30 p.m. Students picked up between 4:30 and 5:00 p.m. will be charged \$4.00; students picked up between 5:00 and 5:30 p.m. will be charged \$4.50; students picked up between 5:30 and 5:45 p.m. will be charged \$7.50. Parents who use after-care services are expected to pick up their children by 5:45 p.m. Any students remaining after 5:45 p.m., thus requiring the after-care supervisor to stay beyond her normal working hours will be charged an additional \$1.00 per minute after 5:45 p.m.

**Note:** Please see the **International Student Tuition and Fee Information** sheet for additional information regarding international student tuition and fees.