



## Tuition and Fees

### TUITION

We have partnered with FACTS Management Company to help manage our tuition payments. Parents will be able to make payments online from the convenience of their home or office.

Payment Dates: You may choose either the 1<sup>st</sup> or 15<sup>th</sup> of each month as your payment date. Automatic payments can be made from a checking or savings account or from a variety of credit cards (with 2.95% convenience fee added for credit or debit card payments only).

### REGISTRATION FEE

A non-refundable registration fee of \$95.00 is required for each student currently in PS3 - 7th grade during re-registration. This fee also applies to newly enrolled siblings of current families. This fee will be charged through the family's FACTS account.

Students of families new to St. Francis Xavier will be charged a non-refundable registration fee of \$150.00 to be included with registration forms.

### OTHER FEES

Miscellaneous fees assessed at the beginning of the year include: Sacramental fees, Graduation fee, Technology, Service Program, and Family & School Association. Athletic and Band fees are assessed during the school year and due upon receipt.

### REFUNDS

If a student leaves after the academic year has begun, tuition will be prorated for the days of attendance only, which may result in a refund of tuition. The Fee Schedule lists the dates when fees become non-refundable. No refunds will be made to families for students who are suspended or expelled from school for disciplinary reasons.

### TUITION ASSISTANCE

FACTS Grant & Aid Assessment conducts the tuition assistance analysis for St. Francis Xavier each school year. **Families applying for tuition assistance must complete an online application and submit the necessary supporting documentation to FACTS Grant & Aid Assessment by June 1 in order to receive consideration for available grant funds.**

Applicants must apply online at: <https://online.factsmgt.com/signin/41VRG>. Paper applications are no longer available. There is a \$30.00 application fee per application, which may be paid for with a credit card or bank account number. Once an online application has been completed, the following information will need to be uploaded to your application:

- Copies of your Federal tax forms including all supporting tax schedules (most recent tax year).
- Copies of W-2 forms for both you and your spouse (most recent tax year).
- Copies of supporting documentation for Social Security Income, Welfare, Child Support, Food Stamps, Workers' Compensation, and TANF

All supporting documentation must be uploaded in pdf format online. Families who intend to complete the FACTS Management Tuition Assistance application are also encouraged to complete the Empower Illinois application.

[https://empowerillinois.org/wp-content/uploads/Step By Step Application Instructions 111620.pdf](https://empowerillinois.org/wp-content/uploads/Step%20By%20Step%20Application%20Instructions%20111620.pdf)

### **DELINQUENT TUITION PAYMENT**

Prompt payment of tuition and fees is essential to the efficient operation of the school. If families are unable to meet their tuition obligations, they may engage the Principal and Pastor to develop a mutually agreed alternate payment plan. If an alternate payment plan has been established and the affected family continues to pay in accordance with that plan, this will mitigate the delinquent tuition payment consequences noted below.

Students who attend the first day of class without having made a payment may not be allowed to return until a payment is made. The school administration may also withdraw those students from athletic or other extra-curricular activities. Each payment that is more than 30 days past due will incur a \$40.00 late fee.

If tuition accounts are not current at the time report cards are issued, the administration may exclude children from classes on the first day of each new academic trimester until payment is made. Families with delinquent tuition and fees will be informed, by the principal, when a student's exclusion from classes becomes necessary. If a 50% payment is not made by the end of the first trimester, the student may not be admitted for the start of the second trimester.

If 100% of the tuition is not paid as due by May 1st, eighth grade students may not be allowed to participate in any graduation-related activities.

The school administration may elect to place students in wait-list status rather than allow placement on next year's class list if their families have an unpaid tuition balance.

### **FINANCIAL RESPONSIBILITIES - PARISH SUPPORT / STEWARDSHIP**

To make Catholic education available to as many students as possible, efforts are made to keep tuition at reasonable levels. St. Francis Xavier works diligently to provide additional funds for families who need assistance as determined by the tuition assistance application process. Families with students at SFX are expected to support the parish on a regular monthly basis.

Our school receives valuable financial support from our parish. There is a significant discrepancy between the actual costs to educate a child and the tuition paid per student. Tuition and fees generally account for 75% of the school operating expenses. The remainder comes from a combination of Parish subsidy (15%) and assorted fundraising activities (10%). It is expected and necessary for families to participate in these fundraising activities to the fullest extent possible to help defray the costs of educating our students.