



For Office Use
<input type="checkbox"/> K-8 Siblings

2021–2022 Preschool Tuition Contract

Please Print in Black Ink Only.

Student's Last Name	First Name	2021–2022 Grade

Parent/ Guardian Last Name	First Name

This contract supersedes all previous contracts. Upon enrolling the above named student(s) in STM Catholic Preschool for the 2021-2022 school year, we agree to the following terms and policies, financial and otherwise of STM Catholic Preschool. STM Catholic Preschool is the parish preschool for the St. Thomas More Catholic Parish in Centennial, Colorado.

The parent(s) or guardian(s) financially responsible for the student's care and tuition must sign this contract and return it on or before **March 1, 2021**.

ALL FAMILIES MUST ENROLL IN FACTS FOR TUITION AND FEE MANAGEMENT.

- 1 - Please initial next to your desired preschool program.
- 2 - Please **(X)** the desired tuition payment plan option.
- 3 - Please include a \$25 check for Home & School fee with the submission of your contract. **(New Families Only)**

_____ **3 Half Days**

- () \$4,100 One Payment: 100% is paid 6/1/21
- () \$4,200 Two Payments: 50% is paid 6/1/21 and 12/1/21
- () \$4,250 10 Monthly Payments*: 10% is paid on the first of each month – 6/1/21 through 3/1/22

_____ **3 Full Days**

- () \$5,400 One Payment: 100% is paid 6/1/21
- () \$5,500 Two Payments: 50% is paid 6/1/21 and 12/1/21
- () \$5,550 10 Monthly Payments*: 10% is paid on the first of each month – 6/1/21 through 3/1/22

_____ **5 Full Days**

- () \$7,500 One Payment: 100% is paid 6/1/21
- () \$7,600 Two Payments: 50% is paid 6/1/21 and 12/1/21
- () \$7,650 10 Monthly Payments*: 10% is paid on the first of each month – 6/1/21 through 3/1/22

***Note: Monthly payment plan will be less than 10 payments if not started in June.**

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Families may request tuition assistance from the school by processing a request through FACTS. (FACTS Management Co.) Contact the school accounting office if you have questions about this process. Families who receive financial tuition assistance through the FACTS process will receive a letter from the St. Thomas More Pastor in early May outlining the amount of assistance and the balance due.

STM Catholic Preschool is primarily funded by tuition. Families have a special obligation to make selected tuition payments on time. If for any reason a family needs to request a payment deferral, the Preschool Director and the accounting office must be contacted before the due date to discuss whether a special arrangement can be accommodated. All special payment arrangements will only be effective when confirmed in writing to the parent(s) and/or guardian(s) by the Pastor, Principal and STM Catholic Accounting Office.

STM Catholic's Refund Policy for Paid Tuition

- 1. Tuition will be refunded **IN FULL** if STM Catholic Preschool receives written notice by **JUNE 15th** that a student will not attend STM Catholic Preschool that school year.
- 2. No tuition refunds will be offered after JUNE 15th, even if students are later accepted at another school.
- 3. Any registration, Home & School and testing fees are **NON-REFUNDABLE** under any circumstances and do not apply toward tuition.

The effective date of withdrawal shall be either the last day of attendance; when written notification of the withdrawal is received by STM Catholic Preschool; or if and when a student is expelled. STM Catholic Preschool may, in the exercise of its sole and unfettered discretion, grant in special cases a hardship refund of tuition (partial or whole) under circumstances where STM Catholic Preschool's Pastor deems is appropriate. Requests for hardship refunds must be submitted in writing to the Principal prior to the effective date of withdrawal and may be reviewed by both the Preschool Director and the Pastor. It is anticipated that hardship refunds will not normally be granted and the Pastor's decision on any request shall be final.

We understand that any late payment fees, collection fees or attorney fees, incurred by STM Catholic Preschool to enforce the terms of this contract are also the responsibility of the parents/guardians. We agree to abide by and comply with the terms and conditions stated in this contract. We understand this is a legal, binding and enforceable contract between us and STM Catholic Preschool.

All parents or guardians responsible for the student's financial support must sign:

Parent/Guardian Signature: _____ Date: _____

Relationship to Students(s): _____ Phone: _____

_____ Catholic Name of Catholic Parish: _____

_____ Non-Catholic Religious Affiliation: _____

Parent/Guardian Signature: _____ Date: _____

Relationship to Students(s): _____ Phone: _____

_____ Catholic Name of Catholic Parish: _____

_____ Non-Catholic Religious Affiliation: _____

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_____	_____	_____
STM Pastor: Signature	STM Preschool Director: Signature	STM Business Manager: Signature
_____	_____	_____
Date	Date	Date