
TRINITY LUTHERAN SCHOOL

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FINANCIAL AGREEMENT FORM 2024-2025

Required of all students registered for the 2024-25 school year. One form per family.

As part of the registration process, parents or guardians are required to register with FACTS Tuition Management program. A fee is collected by FACTS for this service based on the payment plan a family chooses (see fee schedule). Tuition is charged on a school year basis, with an annual fee, payable in full or in 10 equal payments, August – May. Each payment is 1/10th of the total and is not related to the number of school days in that month. If the entire year's tuition is paid on or before August 10th, a 5% discount will be given. Information for registration with the program will be provided prior to the end of June, 2024.

In consideration for the enrollment of my student(s) at Trinity Lutheran School or Preschool, I (we), as parent(s)/guardian(s) jointly and separately agree to the following terms:

- ✓ I (we) have read the 2024-25 Financial Information and pledge to comply with the policies set forth.
- ✓ All delinquencies from the previous school(s) or school year have been cleared.
- ✓ I (we) assume personal liability for timely payments of all fees due to TLS on behalf of my student(s).
- ✓ I (we) agree that if timely payments are not received, a late charge of \$25 will be applied for each month that payment is late. FACTS will also charge a returned check fee/declined CC fee of \$30-\$35.
- ✓ I (we) acknowledge that Trinity Lutheran School and Preschool has the right to discontinue services to my student(s) if his/her account has a delinquent balance beyond 90 days.
- ✓ If I (we) wish to request a modified payment date, this must be requested in writing to the principal prior to the start of school.

First Student's Name: _____ **Second Student's Name:** _____

Third Student's Name: _____ **Fourth Student's Name:** _____

❖ Name of person(s) responsible for payments: _____

Address: _____ City: _____ State: _____ Zip: _____

If account is split between parties, name the 2nd person responsible for payments:

❖ Name: _____

Address: _____ City: _____ State: _____ Zip: _____

On an attached page, detail how you wish the account to be split (tuition, extended care, incidentals)

I/We have read the above contract and agree to the stipulations listed. Both parents and/or legal guardians must sign below.

Mother/Guardian/Other (specify) Print Name: _____

Signature: _____ Date: _____

Father/Guardian/Other (specify) Print Name: _____

Signature: _____ Date: _____

SCHOOL RELATED FEES

- **EXTENDED CARE**

Currently, Extended Care is available after school every school day, excluding Good Friday, the last day of school and school holidays, from 3:00-5:30p.m. Monday, Tuesday, Thursday, Friday and 2:00 – 5:30p.m. Wednesday. There is limited space available, so you must pre-register each month for the desired days needed. Extended Care is **\$6.00/hour** billed in quarter-hour increments. Late pickup will be charged at \$1.00 per minute. Monthly billing comes through FACTS. Payment is due upon receipt. Any delinquent payments will cause interruption to services, your child will not be allowed to attend until payment is made and a \$25.00 late fee will be assessed on your account.

- **LUNCHESES**

Lunches are available to order through School Eatery. <https://schooleatery.ahotlunch.com/home> Domain login is given at the start of a new school year. These lunches are delivered fresh to the school from local restaurants. You must order online the day before. The 8th Grade class also provides pizza each Thursday. Envelopes for the weekly pizza order are available on the counter right outside of the office. Envelopes with name, order and money must be received no later than Wednesday by 12:00 noon.

- **SPORTS FEES**

A \$75-\$90 sports fee is charged for each sport a student in middle school participates in. This goes directly into covering the cost of the league, payment to the referee officials, uniforms and equipment. Additional costs may be incurred if a student purchases a team sweatshirt. Prices will vary depending on design and amount of silk screening.

- **YEARBOOK**

A full color yearbook is available for \$40.00. Yearbooks must be pre-ordered and paid for by the due date. After March 1, the cost is \$45.00.

- **INDIVIDUAL CLASS EVENTS AND FIELD TRIPS**

Your child's class may participate in a special event or field trip in which a cost is involved. You will be notified of cost and given instructions for payment prior to each event. In the case of larger trips, the teacher, along with the support of the class parents, usually organizes some type of fundraiser to help defray the cost of the trip.

- **5TH – 8TH GRADE OUTDOOR EDUCATION & CAMPS**

When students enroll at Trinity in grades 5-8, they are expected to attend Outdoor Education Camp. This is typically a 3-5 day trip with teachers and parent chaperones that focuses on Science, Leadership, Christian Education, and Teambuilding. Camp can cost \$325-\$500 depending on the location. Multiple fundraising opportunities are available for students to pay the cost of camp. All families with 5th – 8th grade students are expected to pay for camp, regardless of whether the student attends.

- **LIVESCAN FINGERPRINTING**

Parents who chaperone overnight field trips, such as Outdoor Education Camp trips, are required to complete LiveScan Fingerprinting and background checks well in advance of the trip. This is a one-time requirement; parents who fingerprint one year may chaperone again in the future without fingerprinting. If the school has the funds to pay for the service, it will. Otherwise, the parent/chaperone may be asked to pay the fee.

- **OTHER FEES/EXCESSIVE TARDY FEES**

If your child(ren) participate(s) in extra-curricular activities, the fee, if any, associated with the activity must be paid prior to student participation. Excessive tardiness is defined as being tardy more than 10% (6 per trimester) of the current school session. **Students** who have excessive tardiness may be subject to any or all of the following: **miss the next class activity, fieldtrip, or special event** in order to have time to make up lost learning time or **serve detention**. Any **student** receiving **six or more tardies** in a single trimester will be billed **\$10.00 per tardy** (on the family account) starting on the sixth tardy.

- **LATE REGISTRATION/EARLY WITHDRAWAL**

Families who withdraw their children will be charged two weeks from the time of notification. The annual tuition will be prorated based on a day rate. Trinity Lutheran School does not refund or prorate registration fees. Those who register after the start of school must pay the full registration.

- **SCHOOL PROPERTY DAMAGE:**

A replacement/damage fee may apply to lost or damaged school property. Items may include any school property (example: books, furniture, sports, uniforms, etc. – but not limited to these)