



Saints Bruno and Richard School

FINANCIAL AND PARTICIPATION REGISTRATION AGREEMENT 2023-2024

As we embark upon a new school year, we look forward with great expectation to a year filled with many dreams, challenges and goals. Saints Bruno and Richard School are committed to providing a high quality Catholic education to all students. Students who apply are expected to meet academic standards, adhere to all behavior policies, and participate in school events through volunteering or attendance.

FUNDRAISING

All families are required to do fundraising in addition to tuition. For the 2023-2024 School Year the fundraising commitment will be \$300 per family. The first \$100 is required through a mandatory raffle. The remaining balance, \$200, will be split into two payments; the 1st half will be billed in January 2024 and the 2nd half will be billed in April 2024, including any remaining balance from the first half fundraising. To meet this requirement, families will be given a variety of fundraising opportunities throughout the year in which to participate, and you will be notified which events apply to this fundraising requirement and the percentage that is earned.

Volunteer Hours

All school families are also REQUIRED to contribute at least an additional 15 hours of participation to the school and /or parish community. 5 of those hours must be completed through volunteering at Bingo. Families who do not complete the remaining required hours by March 31, 2024 will be charged a Participation Program fee of \$20.00 per hour for those hours not completed. This fee must be paid prior to the issuance of any report cards and/or transfers.

For the 2023-2024 school year, we will have some families who will be attending Saints Bruno and Richard School through the Tax Credit Scholarship program. Depending on the level of support for which they qualified, the subsidy will cover 100%, 75%, or 50% of their tuition and instructional fees. It will not cover registration and fundraising fees. Any portion of tuition and fees that are the responsibility of the parent/guardian will be invoiced through FACTS (our tuition processing company) on the following schedule:

PAYMENT SCHEDULE THROUGH FACTS TUITION

Prompt payment of all school bills is essential to the smooth operation of the school. Tuition bills must be paid on the designated day of each month. The finance committee has initiated the following regulations for tuition:

- Tuition is divided into equal payments according to your payment plan. Your first month's tuition is non-refundable and your child's placement in classrooms is not guaranteed until the first month is paid in full. **There is no tuition payment due in August; instructional fees are due in full in August.**
- Because the instructional fee covers the cost of consumable materials, they are non-refundable once the school year has begun.
- A \$55.00 per month late fee will be assessed each month on any tuition statements showing any amount past due.
- Report cards will be withheld for families who have an outstanding tuition balance, past due 30 days or more, at the end of the trimester. Balance must be paid at least one (1) week prior to report card distribution.
- Transcripts, diplomas, and graduation items will be withheld for students with an outstanding tuition balance. In addition, children will not be allowed to participate in graduation activities such as field trips, picnics, etc., unless all balances are paid in full.
- Children will not be allowed to attend class and parents will be called to pick up students if the family has an outstanding tuition balance greater than 60 days past due.
- Children will not be allowed to participate in any athletic programs for any families with outstanding tuition balances greater than 60 days past due.
- A \$30.00 fee will be charged for any NSF check returned to the school.

Thank you for choosing Saints Bruno and Richard School where our strong academic, social, and spiritual programs allow our students to develop to their fullest potential. If you have any questions, do not hesitate to call our school office.

For the 2023-2024 School Year, we will be processing all tuition payments through FACTS Management. All families must have an account established with FACTS whether they pay online or not. Families are strongly encouraged to sign up for ACH for tuition payments to avoid late fees and exclusions days.

**SAINTS BRUNO AND RICHARD SCHOOL
TUITION AND FEES
2023-2024**

	1 Child	2 Children	3 Children	4 Children
Kindergarten through 8th Grade Tuition	\$5,880	\$8,430	\$10,550	\$13,450
3 & 4 Year Old Full Day Preschool Tuition	\$5,380	\$4600 (sibling rate)		
Fee/Fundraising				
Registration Fee: Per Family	Until ___ - \$100 per family	After _____ - \$150 per family		
Instructional Fee: Per Student Due in August	\$250	\$500	\$750	\$1000
Fundraising Requirement: Per Family	\$100 raffle \$200 other	\$100 raffle \$200 other	\$100 raffle \$200 other	\$100 raffle \$200 other
Service Hours (Per Family)				
All grades:	15 hours	15 hours	15 hours	15 hours

Commitment Agreement 2023-2024 SCHOOL YEAR

I/We have read and understand the policies and fees associated with my/our Financial and Participation Commitment to Saints Bruno and Richard School for the 2023-2024 Academic Year. I agree to adhere to this Agreement in its entirety and accept my responsibility to fulfill them as stated and as scheduled.

Child's Name: _____ 2023-2024 Grade: _____

Child's Name: _____ 2023-2024 Grade: _____

Child's Name: _____ 2023-2024 Grade: _____

Child's Name: _____ 2023-2024 Grade: _____

Parent/Guardian #1

Parent/Guardian #2

Name: _____

Name Printed

Name Printed

Home Address: _____

Cell Phone Number: () _____ () _____

Email Address: _____

Signature: _____

Fundraising

_____ I have read and understand the Fundraising portion of the financial agreement and agree to complete my required fundraising no later than April 30, 2024 as well as purchase my mandatory Raffle tickets.

Volunteer Participation

_____ I have read the volunteer participation portion of the financial agreement and understand that I/we must complete a minimum of 15 hours for the school year.

Your signed Registration Agreement is due with your registration fee.