



## 2017/2018 FINANCIAL AGREEMENT

PLEASE READ THIS DOCUMENT CAREFULLY

Student Name(s): \_\_\_\_\_

- I understand that it is the policy of VCA to make no refund of fees. **Initial** \_\_\_\_\_
- I understand that payments are due on the 1st of each month. If account is not current by the 10th of the month, a **\$50.00 late fee** will be charged to my account. **Initial** \_\_\_\_\_
- I understand that if my account is still delinquent (this includes all charges on the account: café, music, aftercare) on the 20th of the month, my child(ren) will not be permitted to attend classes until the account is satisfied. I further understand that these absences will be unexcused. **Initial** \_\_\_\_\_
- I understand that the first tuition payment must be paid by August 1st and the last tuition payment must be paid by May 1st. If my account is not current by May 10th, my child(ren) will not be permitted to return to class on May 12th or thereafter, or take final exams until the account is satisfied. I further understand that these absences will be unexcused. **Initial** \_\_\_\_\_
- I understand that my account will be charged a **\$40.00 returned check fee** for **each** check returned on my account. After the 2nd returned check, I understand that my account will be on a **cash or money order only** basis for the rest of the school year. **Initial** \_\_\_\_\_
- I understand that there will be a **financial hold** on my child(ren)'s report card(s) and school records and that my access to ParentsWeb will also be blocked if account is not current at the end of each grading period. This financial hold will remain in effect until the account is current. **Initial** \_\_\_\_\_
- If my student is withdrawn or dismissed for any reason and has attended any school day of the month I am still required to make that month's tuition payment in full. **Initial** \_\_\_\_\_
- I understand the tuition payments are based on a yearly basis divided into equal payments; not on the number of days a student has attended each month. **Initial** \_\_\_\_\_
- If my child begins school in September I am responsible for the full year's tuition. **Initial** \_\_\_\_\_
- I understand that I am ultimately responsible for **all fees not paid** by the Step Up For Students Scholarship. **Initial** \_\_\_\_\_
- I understand that I am ultimately responsible for **all payments** to this account. **Initial** \_\_\_\_\_
- I understand that I will be charged from 3:00 to 6:00 PM if I do not sign my child out of Aftercare. **Initial** \_\_\_\_\_
- I understand that I will be charged for AfterCare on half days from 11:30 a.m. until the time I pick up my child(ren), at the rate of \$3.00 per hour. **Initial** \_\_\_\_\_

**I have read and fully understand this Financial Agreement.**

Payee's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Payee's Driver's License Number: \_\_\_\_\_

(We must have this on file before we can accept child(ren) for enrollment.)

Father/Primary Guardian: \_\_\_\_\_ Work#: \_\_\_\_\_

Mother/Secondary Guardian: \_\_\_\_\_ Work#: \_\_\_\_\_

Billing Address: \_\_\_\_\_ Home Phone#: \_\_\_\_\_

\_\_\_\_\_ Email: \_\_\_\_\_

▼ ▼ ▼ ▼ **FOR OFFICE USE ONLY** ▼ ▼ ▼ ▼

*Tuition Calculation*

Students Names (First & Last)	Grade	Regis. Fees	Tuition	Matriculation	Class Fees	Books	Graduation Fee
Oldest:							
2nd:							
3rd:							
4th:			-0-				
5th:			-0-				

Monthly Account Total: \$ \_\_\_\_\_