

## **2010-2011 Financial Policy**

*Please carefully read this policy as your signature at the bottom is a binding financial agreement (to be signed upon acceptance). After this document has been received by TDA, all changes in class selection and/or enrollment status are subject to the below terms.*

1. We understand that **enrollment in TDA is a year-long financial commitment**, as we do not generally enroll new students once the school year has started, and are thus planning our teacher payments and building expenses around our initial fall enrollment. If a family leaves at the semester mark, they will still be required to pay the balance of their tuition within 30 days.
2. **For new families only:** To apply to TDA, you will need to send in all the appropriate application documents and \$25/ student application fee (checks payable to TDA).
3. **Deposit: Upon acceptance, each family needs to pay a \$300 deposit accompanying your class selections and other enrollment material to hold your spot.** This is a **non-refundable deposit** (\$100 will be applied to administration; \$200 will be applied to your tuition). No opening is secure until we receive this deposit and the application paperwork.

#### 4. **Payment Schedule**

##### a. **OPTION 1:**

**June 15<sup>th</sup>** –10% of year-long tuition is due  
**July 15<sup>th</sup>** –10% of year-long tuition is due  
**August 15<sup>th</sup>** – 10% of year-long tuition is due  
**September 15<sup>th</sup>** – 10% of year-long tuition is due  
**October 15<sup>th</sup>** – 10% of year-long tuition is due  
**November 15<sup>th</sup>** – 10% of year-long tuition is due  
**December 15<sup>th</sup>** – 10% of year-long tuition is due  
**January 15<sup>th</sup>** – 10% of year-long tuition is due  
**February 15<sup>th</sup>** – 10% of year-long tuition is due  
**March 15<sup>th</sup>** – 10% of year-long tuition is due

##### b. **OPTION 2:**

i. **Full year payment** may be made by June 15th with a 10% discount on year long tuition (does not include fees).

#### 5. **Where to Make Payments:**

All payments can be hand delivered to the tuition box posted near the South entrance of the building or sent to our PO Box. If a payment is postmarked by the date tuition is due, that will be counted as an on-time payment. If it is postmarked later, then we will add the late fee.

The Daniel Academy  
310 W. 106<sup>th</sup> St.  
KC, MO 64114

#### 6. **Multi-Sibling Discount:**

- a. 1st Student – pays 100% of tuition (does not include supply fees)
  - b. 2nd Student – pays 90% of tuition (does not include supply fees)
  - c. 3rd Student – pays 80% of tuition (does not include supply fees)
  - d. 4th Student – pays 70% of tuition (does not include supply fees)
  - e. 5th Student – pays 60% of tuition (does not include supply fees)
  - f. 6th and above Students – pay 50% of tuition (does not include supply fees)
- (Please note may be the “1st Student” will be the one with the highest tuition, the “2nd student” will be the one with the 2nd highest tuition, etc.)

7. **Late Fee Applied Towards Tuition:** If a family does not make payment by the due date, the family will have to pay a late fee of \$25 or 10%, (whichever is less) in addition to the required payment. A family will have 1 week past the due date to bring their account into balance. A family may also be asked to not bring their students to school until the payment is made.

8. **Drop/ Add Policy:** All **ELEMENTARY** students will enroll in classes (sections) for the entire year when they register for the 2010-2011 school year (**deadline to enroll without late penalty is July 1, 2010**). ALL JUNIOR HIGH and HIGH SCHOOL Students will have 2 weeks after classes start each semester to make any change in their schedule, with the permission of the Principal and with significant reason. After this time, changes can occur only at semester. (After the Add/Drop deadline has expired, a student may be allowed to drop a class only upon approval from the TDA Principal and considering extenuating circumstances. However, the family will still be required to pay for the class in full.)

9. **Late Application Fee:** All families enrolling after July 1 will incur a \$100 late application fee.

10. **Methods of Payment:** Families may pay by:

- a. Cash
- b. Check (payable to TDA)
- c. PayNow Feature available on RenWeb. No additional fee for a family if they use a checking or savings account.
- d. Paypal: Credit Card payments- family will absorb the Paypal fee.

11. **Other fees:**

- a. \$20 – Transcript Fee with Principal signature (if your student decides to move to another school); you can download your own from RenWeb unless you need a special one with a Principal signature.
- b. \$7 – ACTS Prayer Manual (5<sup>th</sup>-12<sup>th</sup> graders)
- c. \$5 – Student Planner (3<sup>rd</sup>-12<sup>th</sup> graders)
- d. \$50 – Stanford Placement Testing Fee in the spring (1<sup>st</sup>-10<sup>th</sup> graders)
- e. Book Costs (for books ordered by TDA and distributed in the classroom)
- f. Pre-K care costs (\$15/sem. for 1-2 year old, \$35/sem. for 3-5 year old)
- g. \$25 Activity Fee for each student. This fee covers costs for special activities during the year.
- h. \$30 Senior Fee to cover costs for special events for Seniors
- i. \$3.60/student Parent Alert Fee

12. **Fines:**

- a. TDA has a unique vision that necessitates the direct involvement of parents. Please see Service Hour form. Fines of \$20 will incur if a family's service slot is unfilled (after 1 grace day each semester). There is no "buy-out" option available, as our vision is to partner with family involvement.
- b. If a student is dropped off at school between 8:00-8:10am, they will receive a tardy. 3 tardies will result in Wednesday Club. If a student is dropped off later than 10 minutes after school starts (after 8:10am), and the parent did not call in to notify of an emergency, the family will incur a \$20 fine.
- c. If a student is picked up any later than 15 minutes past the end of the school day, a \$20 fine for the driver will be applied.

**Please Sign your Agreement of this Policy:**

Parent \_\_\_\_\_ Parent \_\_\_\_\_  
Date \_\_\_\_\_ Date \_\_\_\_\_