



Glendale Lutheran School

Excellence in a Christ-Centered Environment

FINANCIAL AGREEMENT 2009-10

Dear Parent/Guardian,

Please read carefully before you sign this agreement. If you have any questions, please call the school office at 206-244-6085. We will answer any questions you may have.

- I agree to pay a **non-refundable Registration Fee** when I submit an application for enrollment for my child.
 - Preschool \$75 before 4/03/09, \$125 after 4/03/09
 - Pre-Kindergarten \$175 before 4/03/09, \$225 after 4/03/09
 - Kindergarten-6th grade \$225 before 4/03/09, \$275 after 4/03/09
- I agree to an \$80 (per family) **Campus Fund Fee** due August 14, 2009.
- New Kindergarten – 6th grade families: I agree to a one time new family fee of \$400.
- I agree to donate 15 hours of **Volunteer Service** per quarter (per family) or pay \$150 fee each quarter. Volunteer service is necessary to help keep tuition fees down and the quality of our programs high. Within the total 45 volunteer service hours, 15 hours must be towards school fundraising efforts each year.
- I agree to purchase **Scrip** which generates at least \$30 in revenue for the school. Families have the option to buy out this requirement by March 31, 2010.
- I agree to **procure donation(s)** for the Annual School Auction with a fair market value totaling \$100 or more. Families may buy-out their annual auction procurement commitment at a cost of \$150 due prior to the auction date.

Payment Schedule

I agree to follow the monthly payment schedule as outlined below or receive a 5% tuition reduction if the whole year is paid in full by October 10th or a 3% discount if I pay in two (2) payments. (October 9th and February 9th) GELC membership discount is 10%. A multi-child discount is available for families with more than one child enrolled at Glendale Lutheran School (GLS).

1 child = full tuition 2 children = 5% discount on total 3 children = 15% discount on total
4 children = 30% discount on total

The greater of the discounts will be applied first and then the second discount will be applied.

Preschool

I agree to pay a monthly tuition of \$180 per month for 10 months. The **first tuition payment is due August 14, 2009**. Succeeding payments are due on the first school day of each month.

Pre-Kindergarten

I agree to pay a monthly tuition of \$250 per month for 10 months. The **first tuition payment is due August 14, 2009**. Succeeding payments are due on the first school day of each month.

Kindergarten – 6th Grade

I agree to pay a monthly tuition of \$400 per month for 10 months. The **first tuition payment is due August 14, 2009**. Succeeding payments are due on the first school day of each month.



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I understand that I am responsible for the full monthly tuition, whether or not my child attends class every day. There will be no refund for the month of withdrawal. I agree to inform in writing to school administration with my intent to withdraw my child one month before the expected departure. I understand that if my child misses 2 weeks in succession and his/her tuition has not been paid, his/her class space will not be held unless I have contacted school administration and established some sort of agreement. I am responsible for the full monthly tuition. If more than 3 emergency closure days are required, I realize that school hours/days will be extended at no extra tuition cost.

I understand that I need to talk with the school administration if my family is experiencing a financial or family difficulty and I wish to alter this financial agreement in any way. I understand that the school might be able to accommodate my special financial needs with a possible partial scholarship or payment plan but I need to discuss my situation with School Administration before I get behind in payments.

Late Fees

If tuition is not received by the 10th of the month, a \$10 late fee will be assessed. An additional \$15 fee will be added if payment is not received by the 15th of the month and an additional \$15 fee if no payment is made by the 20th of the month. Late fees will continue to accrue during the second month. If two consecutive months pass without tuition being paid "in full" the parent/guardian will be contacted by a representative of the school board. If payment is then not received or financial payment agreement made within one week, the student will be withdrawn from school and the bill will be sent to a collection agency.

Registration fees are kept constant throughout the year and will not be prorated. One-half of registration fees paid in the last quarter of the school year, (March-June), will be applied toward registration for the next school year. For a child enrolling after the 15th of the month, half of the tuition will be due for that month only.

GLS reserves the right to not disclose student information including, but not limited to, student records to another educational facility in the event that an outstanding balance is not satisfied.

Parent of Guardian Signature: _____

Child's Name: _____ Date: _____

A sample of fees and requirements for a Kindergarten student for one-year.

\$225 Registration Fee	due upon registration before 4/03/09 or \$275 after 4/03/09
\$80 Campus Fund Fee	due August 14 th , 2009
\$400 1 st month's tuition	due August 14 th , 2009
\$30 Profit Dollars of Scrip	\$30 for school year
\$450 or 45 volunteer hours	\$150 or 15 hours per quarter
\$100+ procured items	due generally in March for annual school Auction
\$400 tuition	monthly tuition due (October-June)