

MAYER LUTHERAN HIGH SCHOOL

2019-20 Financial Agreement Form

Name:
Address:
City/State/Zip
Student:
Grade:

Primary Contact Phone:
Primary Contact Email:

Tuition Summary.....

Tuition: \$
Total Financial Aid: \$
Balance Due: \$

Application/Registration Summary.....

Application/Registration Fee: \$
Application/Registration Fee Paid: \$
Application/Registration Fee Balance: \$

Please select one of the payment options listed below. If a method of payment is not selected, option 10 will be used.

- Option 1: One installment. Payment is due on or before August 1, 2019
- Option 2: Two installments. One-half is due on or before August 1, 2019; one-half January 1, 2020
- Option 4: Four installments. Payments are due four times a year on or before August 1, 2019; November 1, 2019; January 1, 2020; April 1, 2020
- Option 10: Monthly payments are due the first of each month starting August 1, 2019 through May 1, 2020
- Option 12: Monthly payments are due the first of each month starting August 1, 2019 through July 1, 2020

For your convenience tuition payments will be made on an automatic withdrawal program.

Please complete the following:

AUTHORIZATION FORM (ACH)

Please debit payment from my (check one)

- Checking Savings (contact your financial institution for routing #)

Routing Number _____ Account Number _____

(valid routing # must start with 0, 1, 2, or 3)

Required Signature: I authorize Mayer Lutheran High School and Vanco Services, LLC to process debit entries to my account. I understand that this authority will remain in effect until I provide reasonable notification to terminate the authorization.

Authorized Signature _____ Date _____

CREDIT CARD (please note, a 4% fee will be added to the amount above if paying by credit card)

Check one: Visa MasterCard Discover Card

Credit Card Number _____ Expiration Date _____ 3 digit code on back of card _____

Billing Address (if different from above): _____

I authorize Mayer Lutheran High School to charge my credit card in accordance with the information above.

Signature (as it appears on the credit card): _____ Date _____

OVER

POLICY

Tuition and fees are to be paid according to the payment plan selected. Late or delinquent payment of tuition can result in fines or dismissal from school. Transcripts and diplomas cannot be issued for students with accounts in arrears.

Refunds: The application fee and the registration fee are non-refundable. A written statement is required to withdraw your student from school and also to request a refund of tuition. Tuition refund policy is as follows: withdraw during 1st quarter -3/4 of tuition; withdraw during 2nd quarter - 1/2 of tuition; withdraw during 3rd quarter 1/4 of tuition; withdraw during 4th quarter - no refund.

OVERDUE ACCOUNTS

- An account is overdue if payment is not received by the 1st day of the month. A \$25 late fee will be added after the 10th.
- When an account is 30 days overdue, a reminder will be mailed to the home, and a \$25 per month service charge will be added.
- When an account is 60 days overdue, another notice will be mailed to the home. This notice will state that, unless the account has been brought up-to-date, within another 30 days, the privilege to attend Lutheran High School will have been forfeited, and the student will not be admitted to classes until the account has been paid OR until satisfactory arrangements have been made, in writing, with the Executive Committee. (This forfeiture takes place on the 91st overdue day.) An additional \$25 late fee will apply.
- When an account is 91 days overdue, the student may be excluded from classes. A final notice will be sent indicating that the account will be turned over to a collection agency and/or attorney for collection. Any fees associated with the collection agency and/or attorney will be your responsibility.
- Any student with an unpaid balance from the previous school-year shall forfeit admission for any succeeding school year until the account is paid, or unless a contractual agreement has been made in writing with the Executive Board.
- Any parent with an unpaid balance from any previous year shall forfeit admission of any future student until the past-due account is paid or an arrangement is made with the Executive Board in writing.
- Any senior whose account is overdue on graduation day shall forfeit his/her diploma and transcript processing until the account is paid in full, or satisfactory arrangements have been made in writing with the Executive Board.

OTHER FEES

- Application Fee – new students only \$25; re-enrolling students \$100 if paid before March 1, 2019, thereafter \$200.
- Registration Fee – all students, \$665 if paid before May 1, 2019; thereafter \$765.
- Athletic/CoCurricular Fee (non-refundable) — \$235 activity fee per activity for the first three activities. \$200 per activity for activity four and beyond. Fees are per child. Additional fees for golf, trapshooting, and cooperative sports (with other schools) may apply. Please contact our Student Services office for further information.
- Graduation Fee—\$100 seniors only, due January 1st of the student’s senior year and is non-refundable.
- Returned bank item—\$20; Late Payment Fees—\$25
- Bus—All bus fees are annual charges, which may be paid by semester – ½ due September 1; ½ due January 1.
Annual Bus Fee—both ways \$1,400; one way \$975; family two way \$1,800; family one way \$1,260
Students may utilize the bus service for a monthly charge of \$275
Emergency Bus Use—\$15 per ride per student
No charge for residents of District #111(Watertown) and #110 (Waconia)
- All fees are subject to change

SIGNATURE(s)

I/we have carefully read, fully understand, and will abide by all the terms of this tuition contract. All necessary forms, including this completed and executed contract, must be submitted to complete the enrollment process.

- One signature is required for single parents with sole financial responsibilities.
- Two signatures are required for all other contracts.
- Each signer is jointly and severally responsible for all amounts due under this tuition contract.

Father/Guardian Signature

Date

Mother/Guardian Signature

Date

RETURN TO

Mayer Lutheran High School
Attn: Karen, Business Office
305 5th St. NE
Mayer, MN 55360

email Karen.loehrs@mayerlutheran.org or fax 952-657-2344