

St. Martha Tuition Policy School Year 2011-2012

Tuition payments

- Payments begin July 1, 2011, and continue through June 30, 2012
- Payments are made by:
 - Personal check **ONLY** if tuition is paid in full. Payment is due July 15, 2011. There is a hundred dollar discount per child (up to \$300) if you pay in full.
 - All other families must pay via Electronic Funds Transfer (EFT)
 - Semi-monthly on the 1st and 15th
 - Monthly on the 1st, 15th or 25th
 - If the 1st or 15th falls on the weekend, payments will come out of your bank account on Monday
 - If the 1st or 15th falls on a bank holiday, payments will come out of your bank account on the next business day

Prompt payment is expected

- For those paying by EFT:
 - If your account is overdrawn or rejected for any other reason, we will notify you in writing with a statement of what you owe including any related bank charges
 - It is expected you will pay immediately with a money order
 - If you have a change of bank account, please notify the parish office in writing with the new voided check and allow 2 weeks for processing
 - If you need to change the terms of your payment, please notify the parish office in writing and allow 2 weeks for processing
- **If your tuition is 2 weeks behind**, a mandatory meeting with a parish office representative will be scheduled
- **If your tuition is 4 weeks behind**, your child(ren) will not be allowed to attend St. Martha School until your account is current.

Statements and Receipts

- Tuition is not deductible as a charitable contribution on your income tax return
- If you want a receipt or statement, please call the parish office 491-8535

Stewardship Families must:

- Be a member of St. Martha Parish
- Have a current year Stewardship Commitment form on file with the parish office
- Meet your Stewardship Treasure Commitment
- Actively offer your time and talent to the parish to the best of your ability

St. Martha does monitor the stewardship families to ensure they are complying with this policy.

2011-2012 Tuition Rates

1 Child -	\$4,848 Annually
2 Children -	\$6,456 Annually
3 or More Children -	\$8,040 Annually