



ELIZABETH SETON HIGH SCHOOL FINANCIAL OBLIGATIONS 2016-2017

RATIONALE

Approximately 97 percent of the annual operating budget of Elizabeth Seton High School (ESHS) is funded through tuition. Therefore, it is important that parents and guardians meet their financial obligations to the school so that ESHS can meet its financial obligations.

REGISTRATION

Registration for the following academic year occurs during March. The non-refundable registration fee is \$310 for all new students.

The registration fee for returning students must be received by April 22. The school must have your Financial Obligation Form and your re-registration fee of \$175.

TUITION PAYMENT PLANS

Option 1: Tuition is paid in full to ESHS Business Office by July 1st via certified check, cash, or money order.

Option 2: Tuition is paid in two payments to ESHS Business Office: the first is paid by July 1st and the second is paid by January 1st via certified check, cash, or money order. Please note: A \$20.00 processing fee must accompany the first payment as Seton will be handling your accounts. (Any late payments must be paid by cash, money order, or certified check and a \$100.00 fee is charged)

Option 3: All tuition is paid in monthly payments and must be paid through FACTS Tuition Management system. This service requires parents to pre-authorize their bank or credit card company to automatically transfer funds to the school on monthly payment dates. These dates are the 5th and/or 20th of each month. Monthly payments are made from June through April, except for the month of August (when fees are due). *Under no circumstances may monthly tuition payments be arranged directly with the school.*

FACTS

Elizabeth Seton High School contracts with FACTS Tuition Management for tuition payments.

What do I do? All parents who plan to make monthly payments must enroll in FACTS. (There is an annual set-up/enrollment fee), which permits FACTS to set up your account and make deductions from your bank account. Parents may also pay by an AMEX, MC, VISA or DISCOVER credit card. If you choose to pay by credit card, you will also be charged a convenience fee (2.5% - 2.75% depending on the card used) that will be withdrawn at the same time..

How do I enroll? Parents go to www.setonhs.org and select quicklinks and then FACTS. Parents who are setting up an account for the first time should click on *Create a FACTS Account* and proceed to set up their account.

What if I want to pay twice a month (both the 5th and the 20th)? There is an option during enrollment where you can select “2 payments per month”.

What if the 5th and the 20th of the month are not convenient for me because I get paid on different dates of the month? Can I pay the school privately? No monthly payments can be made to the school. We recommend that parents who get paid between the 1st and 15th of the month choose the 20th of the month for payment, and parents who get paid between the 15th and the 31st of the month, choose the 5th of the month. That will assure you that the money is in your account ahead of the withdrawal. Two months of tuition payments as well as all fees must be paid prior to the first day of school.

What if I have another child in another school that uses FACTS? Parents who have another child at another school that uses FACTS must set up another FACTS account through Seton.

What if I am receiving Financial Aid? Families who are receiving financial aid from the school or the Archdiocese follow the same procedures as all other families. Tuition agreements in FACTS are adjusted based on the amount of scholarships and aid a student is receiving. Families will be notified of the amount they are to pay monthly via an email notice by FACTS prior to withdraw.

What if I want to make a change to my FACTS account? Any parent who wants to make a change to their FACTS account must call Mary Lucian at extension 7019 at least three business days before the payment is to be taken.

All other FACTS questions should be directed to Mary Lucian (extension 7019).

GRADUATION FEE

Students registering for their senior year must pay an additional \$200 graduation fee at registration. The following items are included in the Graduation Fee: Senior retreat, caps and gowns, diplomas and diploma covers, programs, tickets, rental of the Shrine, speaker honorarium, flowers, medals and awards.

DELINQUENT PAYMENTS

There is a \$30 late fee paid to FACTS each time a withdrawal is returned to FACTS for any reason. Most banks will also charge you for this attempted transaction.

Families who have had three attempts made by FACTS that result in insufficient funds will be turned over to Seton for delinquent action. Elizabeth Seton High School may choose to no longer enroll any family who is more than one month late in tuition payments.

If a student's account is more than one month in arrears, the student will be sent home until payments are made current. Students whose families are more than one month late will not be permitted to participate in the Ring Ceremony, class trips, driver's education and trips abroad. Furthermore, students will have the grade portal closed to them and will not be permitted to take mid-terms or final exams. Seniors who have not fully met their financial obligations to the school may not participate in prom, Baccalaureate, graduation ceremonies, or be granted a diploma. AP Exams may not be taken and transcripts will not be released.

MULTIPLE CHILDREN FAMILIES

If two children from the same family are attending ESHS in the same academic year, the tuition for the second child will be reduced by \$1,000.00. If three children from the same family are attending ESHS in the same academic year, tuition will be reduced by 50 percent for the third child.

EMPLOYEE DISCOUNTS

Parents who work at Seton, DeMatha or for the Archdiocese of Washington should contact Mary Lucian regarding a tuition discount.

WORK SCHOLARSHIP

Elizabeth Seton High School offers aid through the Work Scholarship Program. Students who work during the summer or before and after school are paid \$6.00 an hour in tuition credit. Interested students should contact Sister Dorothy.

BUS SERVICE

Parents who are interested in Bus Service should visit www.setonhs.org/transportation

BOOKS AND FEES

All books and items on the book bill must be paid at the time books are ordered. Students who do not have books for class or have not paid their book bill before the first day of school are not permitted to start class. Some courses have required fees to be paid in lieu of textbooks. These fees as well as the senior graduation fees, must be paid by orientation day. Parents are not expected to pay tuition during the month of August so that books and fees can be paid.

TOTAL EXPECTED COSTS:

2016-2017 Academic Year

- \$13,300 *Tuition*
- \$310 New Student Registration Fee
- \$175 Returning Student Registration Fee (*due by April 22*)
- \$200 Graduation Fee (must be paid at registration)
- \$500 Approximate cost of books
- \$400 Approximate cost of uniforms
- \$200 Approximate cost of fees for courses without textbooks
- \$380 Technology Fee- Freshmen & Sophomores Only
- \$200 Student Activity Fee (Fee charged per family to cover class and club activities, yearbook, after school, standardized testing)
- \$130 Parent Club Service Fee (Fee charged per family, \$100 refunded to parents after completion of 10 service hours)

WITHDRAWAL

If a family withdraws a student during the year, payments must have been received from August through the entire month of the date of the withdrawal in order for the school to release a student's records. If parents have paid more than the charges for ½ August and the months in which their daughter attended school, a refund of tuition will be mailed to the home.