

SCHEDULE OF TUITION & OTHER FEES - 2011-2012

NEW STUDENTS:

A non-refundable registration fee of \$100.00 is to accompany the application form of each new student. A non-refundable, non-transferable \$1,000.00 enrollment deposit is payable upon receipt of the acceptance letter from the school. This amount is applied against the amount of tuition for the given year. Parents are responsible for the tuition and other fees for the full school year upon enrollment. Once the school year has begun, tuition fees are non-refundable. Deposits and fees cannot be applied to a sibling or any other student.

If a student enrolls in the school after the school year has begun, the tuition fees will be prorated based on the number of months in attendance. A full month will be charged if the student commences up to and including the 15th of the month; a half month will be charged after the 15th of the month.

INTERNATIONAL STUDENTS: A \$1,500.00 non-refundable, non-transferable deposit is required upon acceptance. This deposit is applied against tuition.

RETURNING STUDENTS: A non-refundable, non-transferable \$1,000.00 re-enrollment deposit is payable by the date stipulated on the enrollment contract. This amount consists of \$925.00 which is applied against tuition and a \$75.00 administration fee which is not deductible.

TUITION FEES:

Junior Primary	\$8,737
Senior Primary to Grade 6	\$11,155
Grades 7 to 12	\$12,336

AFTER SCHOOL CARE:

Junior Primary: 2-3:30 pm. Care will be included in tuition cost. After 3:30 pm, Junior Primary students join the regular After School Care Programme at posted fee of \$7 per hour

Senior Primary to Grade 3: 3:15/3:30-5:30 pm. Care will be charged at \$7/hour or part thereof, on an as needed basis. This will be billed to accounts on a monthly basis.

Grades 4 to 6: 3:30-4:30 pm. Extra curricular activities will be available daily and included in tuition cost. The After School Care option at a cost of \$7 an hour is also available after 4:30 pm. Students may also choose the After School Care Programme as an alternative to the available extra curricular activities.

DISCOUNTS: A discount of 5% will be credited against a second child's tuition, and a 10% discount will be applied against a third and subsequent child's tuition.

*All fees are subject to change each year.
In March, coming year's fees are listed on the school web site.*

FEE PAYMENT: POLICIES AND PROCEDURES – 2011-2012

Tuition

Fees are payable in full at the beginning of the school year and must be received no later than July 29th. Fees may, however, be paid either in two or ten monthly payments with interest charges applicable to both options. Parents choosing the two-payment option must remit the first payment by July 29th, and the second payment by December 30th. Those choosing the ten-payment method must remit their first payment by July 29th and the last payment by April 30th. The intended method of payment is to be made known to the Business Office no later than July 29th. **Otherwise, the account will be billed assuming the ten-payment option.** Failure to pay an amount equal to one-half of the year's fees (including tuition, After School Care, Uniform Shop and all other fees) by November 30th will result in students being prohibited from returning to school in January until sufficient payment by certified cheque has been received. Any family whose account is in arrears on April 30th will not be given report cards or transcripts until the account is paid in full. Students with unpaid balances on account at July 30th will not be allowed to commence school in September until the accounts have been paid in full with a certified cheque.

International Students: Accounts must be paid in full by July 29th.

Interest on Past Due Accounts

Accounts thirty (30) days or more in arrears will be charged interest at a rate of 1.0% per month (12% annually). Interest charges will commence on all amounts not received by July 29th.

Financial Assistance

Some financial assistance is available, but not all requests can be accommodated. Parents are required to fill out a confidential form, available from Apple Financial Services, outlining their financial need and return it by March 18, 2011 to www.applefinancialservices.ca. Decisions on financial assistance are not made until after new students are accepted and returning students are re-enrolled. Financial assistance and scholarships are subject to the Income Tax Act.

General

1. N.S.F. cheques are subject to a \$35.00 penalty per cheque.
2. Income tax receipts for the After School Care will be issued in February by the Business Office. Income tax receipts for a small portion of tuition applicable to child care during the lunch hour will be issued in February on request only. The request must be made by February 1st.
3. Charitable donation receipts relating to the religious education portion of tuition in accordance with the Income Tax Act are issued in February to those who are eligible.
4. **Income Tax receipts are issued in the full amount for the Junior Primary tuition.**

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