

ST. JOSEPH UNIVERSITY SCHOOL

TUITION AND FEES

St. Joseph University School has not and shall not discriminate on the basis of religion, race, and color, national or ethnic origin in administration of policies, scholarship, athletic, loan programs, and other school programs. St. Joseph University School does give preference in admission to children whose families are members of St. Joseph University Parish.

New Families who wish their child /ren to attend St. Joseph University School may register after an interview with and approval from the Director of School Operations. Parents of new students (Grades Pre K – 8) must sign a statement at registration which states that the student will be accepted on a 10-week probationary basis. If at the end of this period, the school administration determines that it cannot adequately meet the needs of the child/ren, the school administration has the right to request the student(s) be transferred to a school better suited to meet their needs.

The tuition schedule for families registered at St. Joseph University Parish is different from those that are not. An active Parishioner is one that is registered at the parish, attends liturgy regularly, participates in parish programs and contributes to the parish. If a Parishioner fails to continue to meet these requirements, their tuition rate will change to Non – Parishioner status. Current Parishioner status is reviewed on a quarterly basis by the pastor. The Parishioner schedule will not apply until the family has been active with the Parish for one (1) year.

TUITION (New and Re-turning Families)

Tuition at St. Joseph University School is collected by FACTS Tuition Management (800) 624-7092. Multiple payment options are offered. **All families enrolled in FACTS will use the Automatic Bank Payment (ACH) option where the payment is electronically transferred from your checking, credit card (Visa not accepted) or savings account. There are no exceptions.** A onetime FACTS enrollment fee (see FACTS Automatic Payment Agreement form for fee amount) payment will be automatically processed from the same account the payer has elected to use to pay for school tuition. The FACTS enrollment fee is non-refundable.

TUITION Schedule for 2011 -2012

SJUP Parishioner			
Number of Children	Tuition	SJUP Supplemental Assistance	Actual Cost Per Pupil
1 (K-8)	\$2825	\$1125	\$3950
2 (PreK-8)	\$4060	\$3840	\$7900
3 (PreK-8)	\$4810	\$7040	\$11850
Each additional child	\$2050	\$1900	\$3950

Non-Parishioner			
Number of Children	Tuition	SJUP Supplemental Assistance	Actual Cost Per Pupil
1 (K-8)	\$3280	\$670	\$3950
2 (PreK-8)	\$4680	\$3220	\$7900
3 (PreK-8)	\$5450	\$6400	\$11850
Each additional child	\$2825	\$1125	\$3950

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The tuition rate for Universal Pre-K (UPK) is \$3290 (full day session only). UPK Families (Parishioner & Non- Parishioner) with two or more students enrolled at SJUS during the same school year will follow the Tuition Schedule shown above.

New families will need to fill out a FACTS application form which can be obtained from St. Joseph University School office or on line at www.factsmgt.com. Questions regarding FACTS enrollment, tuition or fees should be directed to the St. Joseph University School office (716) 835-7395 or 833-0298 ext 607.

The completed FACTS agreement form must be returned to the St. Joseph University School office no later the August 19, 2011.

Several programs are available to assist families in financing their child's education.

BISON Fund – The **Buffalo Inner-city Scholarship Opportunity Network** is a privately funded scholarship program for low-income children living in Buffalo, Lackawanna, West Seneca, Cheektowaga, Snyder/Eggertsville, Kenmore and Town of Tonawanda to attend non-public elementary schools. The BISON Fund office can be reached at (716) 854-0869 or at www.bisonfund.com. **Applications due April 30, 2011. (K – 8 grade only)**

Diocese of Buffalo: Tuition Grant Program (CTGP): The “Catholic Elementary School Grant Program” (CTGP) is offered to families who are deemed "active" parishioners of a parish without a school and who wish to enroll their child(ren) in another parish affiliated Catholic school in the Diocese of Buffalo. A tuition Grant is credited to SJUS for the family. A Parishioner Verification Form must be completed and signed by both the family and their parish pastor. Note: This program is for students attending parish schools only. The tuition is based at **Non- Parishioner rate. (K – 8 grade only)**

It is the responsibility of the parent or guardian to meet the “Conditions of Eligibility” as stated on the BISON and CTGP application form. Should the parent or guardian not stay current with these conditions, the Parish Business Office will notify the parent or guardian in writing and an appropriate plan of action formulated.

TUITION REFUNDS (Full Tuition only)

Families, who have made full tuition payment prior to the start of the new school year and withdraw their child (ren), shall be refunded as follows:

Prior to first day of school	100% refund (tuition only)
Sept – Dec	50 % refund (tuition only)
Jan - March	25 % refund (tuition only)
April – June	No refund

DELINQUENT TUITION FROM PREVIOUS SCHOOL YEAR

All unpaid tuition for the previous school year must be paid by August 1st of that school year. If it is not, the student will not be readmitted to St. Joseph University School.

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FEEs (payable with tuition for grades Pre K – 8)

A \$125 (per student) Student fee is due at the time of re-enrollment or registration for all families. This fee covers registration, textbooks, computer lab fee and student testing. **This fee is non-applicable to the tuition and is non-refundable.**

Sport and field trip fees will be collected by the teacher or Home School Association.

Tuition Policy

1. It is important to communicate to the Parish Business Office (letter, telephone or in person) any circumstance that may delay a tuition payment. These circumstances will be handled on a case by case basis. Any restructured arrangement for tuition payment will be confirmed in writing by the Parish Business Office to the parent or guardian. Please contact the St. Joseph University Parish Business Office (716) 833-0298 ext 607.
2. All outstanding tuition and fees from the previous school year must be current by August 1st or the child/ren will not be readmitted to St. Joseph University School.
3. Monthly tuition payments are to start in August.
4. BISON and CTGP credit will not be applied to the base tuition amount until notification is received from that respective organization by the Parish Business Office.
5. Families with a tuition payment 30 days in arrear will be notified by telephone or mail.
6. Families with tuition payments 60 days in arrear will be notified by certified letter. If no payment is received within 15 business days of the mailing, parents will be notified to pick-up their child/ren at the school office.
7. No records will be released to the parent or guardian with tuition in arrears. Once your account is current, the child/ren records will be sent to the parent or guardian.