

Valley Christian Schools Tuition Policy

Valley Christian Schools makes every effort to provide an affordable, quality, Christ-centered education to our students. In addition to STO scholarships and the State of Arizona's ESA program, endowment scholarships and financial aid are offered based on need and available resources. Since the majority of the school's funding comes from tuition, we are unable to fulfill our mission or provide fundamental school operations, unless the obligations of every student are met in a timely manner. Therefore, it is imperative that each family pays all tuition per the terms of the FACTS payment plan the family selected at the time of enrollment.

Tuition is due on the 1st of the month. If FACTS payments are denied (missed) for any reason, including insufficient funds or stop-payment orders, FACTS charges a \$10 Return Payment Fee. Approximately fifteen (15) days after the initial due date, FACTS will initiate a second attempt to pull payment. If payment continues to be unsuccessful, FACTS will initiate a third attempt approximately thirty (30) days after the original due date. Each unsuccessful payment attempt will result in a \$10 non-refundable Return Payment Fee.

We recognize various circumstances may impact a family's ability to pay Tuition in a timely manner. To re-schedule a payment due to a personal financial problem, a request for special payment arrangements must be submitted in writing to the finance office (vcsstudentaccounts@valleychristianaz.org) a minimum of 5 business days prior to the scheduled FACTS automatic withdrawal date.

1-30 Days Past Due

Families receiving a "Payment Returned Notice" from FACTS are encouraged to log in to their tuition account to pay the past due balance or contact the school's finance office to discuss tuition payment resolution.

In addition to the FACTS Return Payment Fee, a late fee of \$50 will be assessed by Valley Christian for all accounts delinquent more than 20 days.

***Students may not receive schedules or pick up iPads at the beginning of the school year if the tuition account is not current and in good standing. Past due balances must be resolved for schedules and iPads to be released.*

31-60 Days Past Due

Family will be contacted by the Student Account Manager asking to either provide payment in full, or outline an alternative tuition payment plan to bring account current. Participation in extra-curricular activities such as sports, field trips, musical tours, plays, etc. may be hindered until past due balance is resolved as tuition payments are prioritized above discretionary funds. If an account balance is more than 60 days past due at July 1st, your student(s) will be unenrolled for the next school year.

61-90 Days Past Due

Family will be contacted by the Student Account Manager. If two monthly payments are missed and arrangements have not been made to settle the account or initiate a revised payment plan, a Financial Block will be placed on the Family Portal. This will restrict access to grades, schedules, and school assignments. Communication with the school's finance office will be necessary to remove the block. In addition, student(s) may be suspended from school until arrangements are made with the office to bring the account up to date.

91+ Days Past Due

Student(s) are administratively withdrawn and past due balance is sent to a collection agency.

Any account in arrears as of May 15th of the academic year may prevent the student from taking final exams, receiving grades, or proceeding with graduation ceremonies.