



St. John Fisher School  
**Enrollment and Financial Contract**  
 2022 - 2023 Academic Year

5446 Crest Road  
 Rancho Palos Verdes, CA 90275  
 Tel: 310-377-2800  
 Fax: 310-377-3863  
[www.sjfpv.org](http://www.sjfpv.org)  
 Email: principal@sjf.org

*This is a legally binding contract. Read it carefully.*

This contract is between St. Fisher School (hereinafter "School") and the parent(s) or legal guardian(s) (referred to as "Parent", which term includes the singular or plural, as applicable of the student(s) registering (hereinafter "Student"). All persons signing this contract are jointly and severally liable for the tuition and fees set forth herein. Parent's signature and/or initials on this Contract evidence Parent's understanding and agreement of the terms of this Contract. **To secure a space for the student(s) listed below, this Contract must be signed and returned to St. John Fisher School by Friday, May 13, 2022, and a non-refundable registration fee of \$800.00 per student must be paid through FACTS on July 1, 2022.**

**PLEASE PRINT CLEARLY:** (for school mailing and billing purposes)

Student lives with:     Both parents     Mother     Father     Guardian

Parent/ Guardian \_\_\_\_\_ Parent/ Guardian \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Home Ph \_\_\_\_\_ Wk/Cell \_\_\_\_\_ Home Ph \_\_\_\_\_ Wk/Cell \_\_\_\_\_

Email \_\_\_\_\_ Email \_\_\_\_\_

Full Name of Student(s) Registering	Entering Grade	Full Name of Student(s) Registering	Entering Grade

**Check the box below that applies to your family:**

- Active Parishioner at St. John Fisher Church.** To qualify for the discounted tuition rate, family must be registered St. John Fisher parishioner at the time of enrollment, supporting the parish through weekly attendance at Mass and use of weekly offering envelopes or Faith Direct attendance coupons, and regularly participating in the sacraments and parish activities.
- Non-Parishioner**

2022 - 2023 TUITION RATES				2022 - 2023 TUITION RATES			
<u>Discounted Active Parishioner Rate (Grades K - 8)</u>				<u>Non-Parishioner Rate (Grades K - 8)</u>			
	10-Months	Semi-Annual	Annually		10-Months	Semi-Annual	Annually
1 student	\$ 712.50	\$ 3,562.50	\$ 7,125.00	1 student	\$1,105.00	\$ 5,525.00	\$11,050.00
2 students	\$1,425.00	\$ 7,125.00	\$14,250.00	2 students	\$2,210.00	\$11,050.00	\$22,100.00
3+ students	\$1,781.25	\$ 8,906.25	\$17,812.50	3 students	\$3,315.00	\$16,575.00	\$33,150.00
	<u>Transitional Kindergarten (TK)</u>				<u>Transitional Kindergarten (TK)</u>		
	\$ 775.00	\$3,875.00	\$ 7,750.00		\$ 775.00	\$ 3,875.00	\$ 7,750.00
	<u>International (K - 8)</u>				<u>International (K - 8)</u>		
Per student	\$2,175.00	\$10,875.00	\$21,750.00	Per student	\$2,175.00	\$10,875.00	\$21,750.00

**TUITION PAYMENT PLAN OPTIONS (choose one)**

Full payment due on **August 1, 2022** (FACTS)

Semi-Annual- payment due on **August 1, 2022**, and on **January 2, 2023** (FACTS)

10-Month Option. Payment is due on the 5<sup>th</sup> of each month (August-May) through FACTS

## ENROLLMENT TERMS AND CONDITIONS

1. **Enrollment.** Student will be enrolled for the academic year in Grade referenced on page 1 of this Contract. Parent is aware that a final determination of grade/ classroom placement will be made by the School in accordance with the School's standard admissions or retention practices and that curriculum changes/decisions are made at the School's discretion. This Contract is valid only for the academic year stated and does not entitle Student to any future enrollment.
2. **Enrollment and Related Fees.** Parent understands that to reserve a place for Student for the academic year, Parent must submit the original executed Contract and must pay the non-refundable registration fee. Parent understands that the registration fee is earned by the School upon Parent's submission of the signed Contract to the School and payment of fees and the School's placement of the Student's name in the School's records for the academic year. PARENT FURTHER UNDERSTANDS THAT THE REGISTRATION FEE IS NOT REFUNDABLE OR TRANSFERABLE UNDER ANY CIRCUMSTANCES. **The non-refundable registration fee of \$800.00 per student is due and payable on July 1, 2022 through FACTS.**
3. **Cancellation Option.** Parent understands that this contract may be cancelled in writing, without penalty (except forfeiture of the registration fee) provided that written cancellation notification is received by the School by **June 10, 2022.**
4. **Parishioner Discounted Tuition Rate.** Parent understands that to qualify for the discounted tuition rate, family must be registered St. John Fisher parishioner at the time of enrollment, supporting the parish through weekly attendance at Mass and use of weekly offering envelopes or Faith Direct attendance coupons, and regularly participating in the sacraments and parish activities.
5. **Payment of Tuition.** Parent agrees to pay Student's tuition for the entire School Year (July through June) in accordance with the selected Payment Plan for tuition from among the options set forth on page 1 of this Contract. Furthermore, Parent understands that the School is utilizing the FACTS Online Tuition Solution for ALL tuition payments. All tuition payments must be made through this online site. **No tuition payments will be accepted at the School or Parish Office.** There is a FACTS annual processing fee of \$20 for 1 or 2 installments and \$50.00 for 10-monthly payment plan. Families that have yet to register in FACTS are to visit the School website ([www.sjfpv.org](http://www.sjfpv.org)) and click on the "Admission/Tuition" tab. Click on "SIGN UP FOR FACTS HERE". Once you are on FACTS landing page, click on "Parent Log In". Select Payment Plans from the drop down. You will be prompted to create a username and password and to set up your payment plan. In the event FACTS is unable to debit your account for the tuition due, you will be assessed a \$30 returned-payment fee by FACTS, in addition to \$25 penalty that the School assesses.
6. **Delinquent Account.** If Student's account is delinquent, Parent understands that: (a) Student may not be permitted to continue enrollment if tuition is delinquent for sixty days or more, (b) Eighth (8<sup>th</sup>) grade students will not be permitted to participate in graduation activities and (c) Student will not be permitted to re-register for the following year, until unpaid account balance is resolved.
7. **Mandatory Other Fees and Fundraising.** Parent understands that the tuition fee does not cover 100% of the costs to educate their Students. Therefore, the following fees and fundraising obligations are due and payable to the School. All payments must be processed through FACTS.
  - i. **Capital Improvement Fee (One-time/Per NEW family only).** A non-refundable fee of \$500.00 is assessed for each new family registering to the School. This fee is due and payable upon acceptance of the Student application to attend the School. This fee is assessed so that new families may contribute to recent/current/future capital expenditures, such as maintenance and improvement of the facility, as all returning families already have done.
  - ii. **PTO Fee.** A non-refundable fee of \$100.00 is due from each family on **July 1, 2022.** This fee helps cover costs for all PTO organized events and hospitality, including but not limited to Back To School BBQ, new families orientation welcome event, etc.
  - iii. **Graduation Fee (8<sup>th</sup> grade only).** A non-refundable fee of \$375.00 is due from each 8<sup>th</sup> grade student on **July 1, 2022.** This fee includes a yearbook and helps defray expenses for graduation dinner, gown, diplomas, academic awards, etc.
  - iv. **Yearbook.** \$50.00 per book per student is due and payable on **July 1, 2022.**

- v. **Jog-a-thon.** \$125.00 per student is due and payable on **July 1, 2022**. This includes Carnival wristband.
- vi. **Spring Gala/Auction.** \$300.00 per family is due and payable on **July 1, 2022**. This includes dinner tickets for two (2).
- vii. **Class Fund.** A non-refundable fee of \$75.00 per student is due and payable on **July 1, 2022**. Class funds help defray the cost of student enrichment activities organized by each room parent. This includes but not limited to red ribbon treat, class activity projects, catholic school week, international day, California day, end of year party, etc.

**Incidentals and Other Miscellaneous Fees.** Incidental charges including but not limited to sports fees, drama, extended daycare, and any additional activities will be assessed and billed through FACTS based on participation.

- 8. **Service Hours.** Parent understands that the School requires each enrolled family to volunteer 40 hours per year. In the event a family cannot fulfill the service hour requirement, family will be billed for the unfulfilled hours @ \$20.00 per hour through FACTS. Additional information and sign-ups for volunteer opportunities are available on School Speak.
- 9. **School Rules.** Student's enrollment at the School is subject to the general statements, rules, regulations, conditions, traditions, and financial terms contained in the School's Student Handbook and other published documents, which may be amended from time to time. Parent agrees that Parent and Student must abide by such School rules and guidelines.
- 10. **Termination of Student's Attendance.** The School has the right to suspend or terminate the attendance of any student for reasons set forth in the Student Handbook (or other published document), for reasons that the School administration considers detrimental to the School community, student, or to other students of the School, or for the Parent's failure to pay all or any part of the Parent's financial obligations for Student's attendance (including any amounts charged on Student's account with the School).
- 11. **School Directory.** Parent authorizes the School to place family information, including name(s), home address(es), email address(es), and telephone numbers of Parent, Student, and other children in attendance at the School, in a directory of students to be available online. Parent acknowledges that this directory is not to be used for commercial use and is not to be distributed to any person or entity other than another School family.
- 12. **School/Family Cooperation.** The School believes that a positive and constructive working relationship between the School and Parent is essential to the fulfillment of the School's educational purpose and responsibilities to its students. If the parent's or other family member's behavior, communications, or interactions on or off campus (including during school-sponsored events) is disruptive, intimidating, or overly aggressive, or reflects a loss of confidence or serious disagreement with the school's policies, methods of instruction, or discipline, or otherwise seriously interferes with the School's safety procedures, responsibilities, or accomplishment of its educational purpose or program, the School reserves the right to dismiss the family from the community. In addition, the School reserves the right to place restrictions on parents' or other family members' involvement or activity at school, on school property, or at school-related events if the parent or other family member engages in behavior or has a status (such as a criminal conviction) that would reasonably suggest that such restrictions may be appropriate for the community. There will be no refund of tuition where such enforced withdrawal occurs, and any unpaid balance is payable in full according to the terms of this Contract. If, for any reason, it is in the best interest of the School, the School also reserves the right to withdraw an offer of enrollment or re-enrollment at any time, and to nullify an executed Enrollment Contract.
- 13. **Medical Authorization.** If, in the opinion of a properly licensed and practicing physician, Student needs medical or surgical services which require Parent's pre-authorization or consent, Parent hereby authorizes, appoints, and empowers the School to act as Parent and furnish such consent on Parent's behalf. Parent confirms that it is Parent's desire that Student be furnished with such medical or surgical services as soon as reasonably possible after the need arises. Parent hereby releases and holds the School harmless from any liability which might arise from the giving of such consent. Parent agrees to reimburse the School for any medical expenditure made on Student's behalf.

14. **Consent to On Site Medical Care.** The Parent hereby authorizes the School to supply medical care as needed for Student (including administration of allergy medications, Epi-Pens, etc. according to the Student's prescription from a licensed practitioner) or other minor medical care as determined to be appropriate by the School personnel. Parent hereby releases and holds the School harmless from any liability which might arise from the provision of such medical care.
15. **Consent for Participation in Activities and Release of Liability.** Parent hereby gives permission for the Student(s) to participate in all School's activities including but not limited to athletics and field trips, on or off the School's premises. On behalf of the Undersigned and the Student(s), the Undersigned hereby release(s) the School from all actions, claims or demands they now have or may hereafter have arising from the School's exercise of this consent.
16. **Entire Agreement.** The terms and conditions of the Contract constitute the full and complete agreement between the parties. No other verbal or written agreement shall, in any way, vary or alter any provision of the Contract unless both parties consent to vary or alter any provision of the Contract in writing signed by both parties. This Contract is intended to be an integrated writing and any prior oral or written agreements between the parties are merged into this Contract and extinguished. No custom or course of dealing between the parties shall in any way vary or alter the terms and conditions of this Contract.
17. **Execution of this Agreement.** In executing this Enrollment Agreement, including the registration of payment on FACTS, the online payment solution, I/we certify that I am/we are authorized to executive this Enrollment Contract on my/our behalf and on behalf of all others having a parent or legal guardian relationship to the Student and that I/we have read and understood all the terms of this agreement and agree to be bound by its terms. The Contract becomes effective on the date signed by the parents or legal guardians of the Student.

**To be signed by both legal custodial parent(s) and financially responsible part(ies).**

Print Name (Father)	Signature (Father)	Date
Print Name (Mother)	Signature (Mother)	Date

**Office Use Only:**

Registration Fee Paid    # of Students: \_\_\_\_\_    Total Amount Paid: \_\_\_\_\_    Date \_\_\_\_\_

Method of Payment     Cash \$ \_\_\_\_\_     Check \$ \_\_\_\_\_    Check # \_\_\_\_\_