

Parent/Guardian First Name(s): \_\_\_\_\_

Parent/Guardian Last Name(s): \_\_\_\_\_

Street: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

We thank you for your faith in St. John XXIII Catholic School (SJ23). This year, the Parish Finance Council, in collaboration with the School Advisory Commission and School Finance Committee, have determined the tuition and fee schedule for the 2022/23 school year.

Educating a student at SJ23 is funded from three separate sources: tuition, parish subsidy, and donations/fundraisers. SJ23 realizes that choosing a Catholic education requires a significant financial commitment and does its best to keep tuition costs manageable while continuing to provide a quality Catholic education.

Students who are members of St. John XXIII Catholic Parish qualify for the parish subsidy, thus reducing the family tuition rate. Parish members are required to provide proof of membership. If you are not currently registered and you wish to qualify for the parish subsidy, you will need to register with St. John XXIII Parish and can do so on their website [www.stjohn23rd.org](http://www.stjohn23rd.org).

*The State of Wisconsin has implemented a tax deduction for families with children enrolled in private elementary and high schools. Because every family's tax situation is different, specific tax questions are between parents and their tax advisor. SJ23 wants to inform you of this potential deduction, but makes no guarantees on the impact on a family's tax scenario.*

### 2022/23 TUITION RATES & FEES

Grade Level	Parish Member Tuition	Non-Parish Member Tuition
Pre-3: 2 Day Option	\$1,674	same
Pre-3: 3 Day Option	\$2,350	same
Pre-3: 4 Day Option	\$3,123	same
Pre-3: 5 Day Option	\$3,895	same
K4 AM/PM Program	\$2,087	same
<b>K4 Full Day – Grade 8</b>		<b>Non-Parish Member Tuition**</b>
1 <sup>st</sup> Child	\$4,174	\$5,384
2 <sup>nd</sup> Child	\$3,684	\$4,525
<b>Additional Children Cost Per Child</b>	\$1,228	\$2,141
**Non-Parish member families will be given a tuition credit of \$1,200 if one child is enrolled in K4 Full Day and an additional \$841 credit if a 2 <sup>nd</sup> child is enrolled in K4 Full Day.		

*\*Children enrolled in the Wisconsin Parental Choice Program and Special Needs Scholarship Program (SNSP) do not count toward multi-child discounts.*

**Non-Refundable Registration Fee:** A non-refundable \$200 family registration fee is required in order for your child(ren) to be considered registered.

#### IMPORTANT DATES:

- The full \$200 registration fee will be applied toward tuition if the completed Tuition Contract AND payment are received by **April 1, 2022**.
- \$100 will be applied toward tuition if the Tuition Contract AND payment are received between **April 4– April 29, 2022**.
- \$0 will be applied toward tuition for Tuition Contracts AND payments received after **May 2, 2022**.
- For new families, the full \$200 registration fee will be applied toward tuition.

### Device Fees

In our continued effort to update our technology and provide the best educational opportunities possible, the following device fees will apply:

- Grades K5 - 8: \$35/Student

### 8<sup>th</sup> Grade Graduation/Retreat Fee

- **\$125/ Student** (covers the costs associated with the retreat, graduation ceremony, awards, etc.)

## **2022/23 TUITION PAYMENT OPTIONS**

### Enrollment Policy

Families unable to pay tuition in full are encouraged to apply for financial aid through our school's Tuition Assistance Program. **St. John XXIII Catholic School does not discriminate on the basis of race, nationality, ethnic origin, creed, or the ability to meet tuition requirements.**

### Tuition Payment Options

**ALL tuition invoicing and payments will be processed through FACTS Tuition Management Company.**

There are four basic tuition payment options (*please see below*). All tuition payments are received and processed through FACTS, a tuition management service. FACTS is the contracted provider SJ23 uses for administering its tuition program. \*ALL FAMILIES MUST HAVE A FACTS ACCOUNT, AS THIS IS HOW YOU WILL ACCESS YOUR YEAR-END TUITION STATEMENT FOR TAX PURPOSES.

1. **Full Payment** (One Payment) – The entire tuition is paid on or before August 26, 2022. Families with students in K5-8 who pay their entire tuition and fees prior to August 26, 2022 will receive a \$50 discount. \$20 one time FACTS fee. ***(If you choose this option and do not make payment by August 27 you will be put on the 10 month plan and charged the corresponding fees)***
2. **Two Payment Plan** – Tuition is due August & January – 5<sup>th</sup> or 20<sup>th</sup> of the month.  
\$20 one-time FACTS fee.
3. **11 Month Payment Plan** – Tuition payments begin July 2022 and end May 2023- 5<sup>th</sup> or 20<sup>th</sup> of the month.  
\$50 one-time FACTS fee.
4. **10 Month Payment Plan** – Tuition payments begin August 2022 and end May 2023 – 5<sup>th</sup> or 20<sup>th</sup> of the month.  
\$50 one-time FACTS fees.
  - *All payments are automatic withdrawal from checking, savings or credit card with the exception of the payment in full option.*
  - *Regardless of the payment plan you choose, ALL tuition must be paid in full by May 2023 for the 2022/23 school year.*
  - *\$30 charge for payments returned by the bank to cover bank charges. Families will also incur a late fee of \$25 for all late payments.*
  - *Credit card payments incur a 2.75% fee charged by FACTS.*
  - *Families who are returning FACTS users will be reenrolled automatically for the 2022-23 school year but will need to log into their FACTS accounts to select payment option. **If you currently use FACTS but have never logged into your account or have lost your log in information you will need to call the payer line at 866-441-4637 and they will assist you with logging in.***
  - **New FACTS families will need to create a user name and password and then set up a payment plan via the School Specific Link: <https://online.factsmgt.com/signin/3ZMVM>**
    - **Assistance for both new and returning families can call the Payer line at (866) 441-4637**
    - **Once the payment plan is setup for new families the school will add the balance at a later date.**

**Late Payments:** All families are responsible for satisfying their tuition obligation to St. John XXIII School on a timely basis. All payments are due on the date as indicated on the FACTS enrollment form. If payments are not received by the date due, a late fee of \$25 will be assessed by FACTS.

## A. Parish Membership Information

- No, we are not members of St. John XXIII Parish and agree to pay non-parish member tuition.
- Yes, we are members of St. John XXIII Parish. Our current parish membership information is below.

**Family Name** \_\_\_\_\_

## B. Student Enrollment Information

I/We are requesting that my/our child(ren) be enrolled at St. John XXIII School. Please indicate each student name, grade, and tuition fee for the 2022/23 school year.

### Pre-3 Student(s)

Pre-3 Child Name \_\_\_\_\_ # Days \_\_\_\_\_  Male  Female Cost: \_\_\_\_\_

Pre-3 Child Name \_\_\_\_\_ # Days \_\_\_\_\_  Male  Female Cost: \_\_\_\_\_

Total Pre-3 Tuition \$ \_\_\_\_\_

### K4 Student(s)

K4 Child Name \_\_\_\_\_ AM/PM/Full Day \_\_\_\_\_  Male  Female Cost: \_\_\_\_\_

K4 Child Name \_\_\_\_\_ AM/PM/Full Day \_\_\_\_\_  Male  Female Cost: \_\_\_\_\_

Total K4 Tuition \$ \_\_\_\_\_

### K5-8<sup>th</sup> Grade Student(s)

Child 1 Name \_\_\_\_\_ Grade \_\_\_\_\_  Male  Female Cost: \_\_\_\_\_

Child 2 Name \_\_\_\_\_ Grade \_\_\_\_\_  Male  Female Cost: \_\_\_\_\_

Child 3 Name \_\_\_\_\_ Grade \_\_\_\_\_  Male  Female Cost: \_\_\_\_\_

Child 4 Name \_\_\_\_\_ Grade \_\_\_\_\_  Male  Female Cost: \_\_\_\_\_

Child 5 Name \_\_\_\_\_ Grade \_\_\_\_\_  Male  Female Cost: \_\_\_\_\_

Total K5-8 Tuition \$ \_\_\_\_\_

**TUITION TOTAL- \$ \_\_\_\_\_**

## 2022/23 FACTS TUITION PAYMENT OPTIONS

### C. FACTS Tuition Payment Options

#### Payment Option/Schedule:

- Full Payment (One Payment)** – The entire tuition is paid on or before August 26, 2022. If payment in full is received by August 26, 2022 family will receive a \$50 discount (K5-8 only). \$20 one time FACTS fee.  
*(If you choose this option and do not make payment by August 26, 2022 you will be put on the 10 month plan and charged the corresponding fees).*
- Two Payment Plan** - due August & January – 5<sup>th</sup> or 20<sup>th</sup> of the month. \$20 one-time FACTS fee
- 11 Month Payment Plan** - beginning July 2022 & ending May 2023 – 5<sup>th</sup> or 20<sup>th</sup> of the month. \$50 one-time FACTS fee
- 10 Month Payment Plan** - beginning August 2022 & ending May 2023 – 5<sup>th</sup> or 20<sup>th</sup> of the month. \$50 one-time FACTS fee
- I have enrolled with FACTS for the payment plan indicated above.**

- You can receive assistance enrolling for FACTS by contacting FACTS directly at (866) 441-4637. If for some reason you need to receive a paper contract for FACTS please contact Seneca Graykowski at 262-284-2682 for assistance.

**D. Tuition Summary/Agreement**

1. Total family tuition due (total from Section B)	\$ _____
2. K5-8 <sup>th</sup> Device Fee (per student) \$35	+ \$ _____
3. Graduation/Retreat Fee (8 <sup>th</sup> grade only) \$125	+ \$ _____
<b>Total Tuition &amp; Fees</b>	<b>= \$ _____</b>
4. <b>Less</b> Non-Refundable Registration Fee <i>(if paid prior to 4/1/22 subtract full \$200; if paid between 4/4/22-4/29/22 subtract \$100; if 5/02/22 or after subtract \$0)</i>	- \$ _____
<b>BALANCE DUE</b>	<b>= \$ _____</b>

\_\_\_\_ (Initial) *I/We understand that I/we must be registered members of St. John XXIII Parish to receive parishioner tuition.*

**E. St. John XXIII Registration Fee & Tuition Refund Policy**

It is the interest of the Board of Directors that registration fees are non-refundable. Tuition paid shall be refundable in the following cases:

1. If SJ23 determines prior to the start of the school year that it cannot accommodate an enrolled student, all tuition payments made will be fully refunded.
2. If, after the start of the school year, SJ23 determines that it cannot accommodate a student, paid tuition will be refunded on a pro-rated basis based on the number of school days the student was enrolled.
3. If prior to August 15<sup>th</sup>, a family withdraws an enrolled student(s), tuition paid will be fully refunded. If withdrawal occurs after September 1<sup>st</sup>, 50% of tuition paid will be refunded. If withdrawal occurs after September 15<sup>th</sup>, 25% of tuition paid will be refunded. If withdrawal occurs after October 1<sup>st</sup>, no refund given.
4. If a family registers a child(ren) SJ23 and then moves out of the school district prior to the start of the school year, tuition paid will be fully refunded. If the move occurs after the start of the school year, a tuition refund will be determined on a pro-rated basis determined by the number of days the student was enrolled. Any tuition payments in excess of this amount will be fully refunded.
5. If a family registers its child(ren) SJ23 and applies for Tuition Assistance and is not eligible, any paid tuition will be fully refunded.

By signing below I/we acknowledge that I/we have read and fully understand the non-refundable fees, tuition costs and other terms outlined in this contract. I/we further understand that I/we are legally responsible for the payment of all tuition and fees. In the event that the parish must take action to recover unpaid balances, I/we understand that, in addition to unpaid tuition and late fees, I/we are also responsible for all expenses and costs associated with the collection of unpaid tuition and fees including cost of any legal actions that may be necessary.

Please sign, date, and return with payment. *Please note that unsigned contracts will not be accepted.*

Parent/Legal Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Legal Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Parish/School: \_\_\_\_\_ Date: \_\_\_\_\_

*Principal*