

Service Hours Support For Families:

Family agrees to work 36 Service Hours

- Ten service hours must be completed each Trimester.
- An additional 6 service hours must be completed at Taste of the World fundraiser.
- It is the parents'/guardians' responsibility to track their own service hours. Service hours are non-transferrable, and are not carried over to the next school year.
- Donations of pre-approved items may be made in lieu of service hours. One hour will be credited for each \$10 donated and verified via receipt.
- Unfulfilled service hours will be billed at a rate of \$10/hour.

_____ Initials

Tuition:

Tuition: (Tuition/Registration fees are not tax deductible):

Number of Students	Monthly Tuition (11 months) 1 st Payment due 7/2018	Monthly Tuition (10 months) 1 st Payment due 8/2018	Annual Tuition
1	\$494	\$543	\$5429
2	\$818	\$900	\$8999
3	\$1068	\$1175	\$11750

_____ Initials

Payment Options:

Tuition: Payable under one of the following two options only.

- Option 1)** Full payment directly to the school by **August 3, 2018** with a 3% discount. Please note, if you do not meet this deadline, you will have to choose a monthly plan and the 3% discount will no longer apply.
- Option 2)** Monthly – 10 or 11 payments through FACTS.
The FACTS tuition management system will automatically transfer funds from your checking, savings, or credit card account each month.
- Students enrolling before July 1st may select either the 10 or 11 month plan.
 Students enrolling after July 1st will be placed on the 10 month plan beginning August 1st.

- Neither FACTS nor Holy Trinity School will have access to, or knowledge of the status of your bank account.
- Missed tuition payments will incur a penalty from FACTS and will also incur the usual bank penalties.
- FACTS charges an annual set-up fee of \$50.00. This fee was included in your registration fee.
- Withdrawing students attending school 11 days or less will be charged ½ month's tuition. Students attending more than 11 days will be charged a full month's tuition.
- Late admissions – tuition will be pro-rated and FACTS accounts will be divided by the remaining months left in the school year.

_____ Initials

Financial Responsible Party's Name: _____

Address: _____

City & Zip Code: _____ Daytime Tel # _____

Email Address: _____

Eldest Student Name: _____ Grade _____

Add'l. Student Name: _____ Grade _____

Add'l. Student Name: _____ Grade _____

Fees Due at Time of Registration		
FEE	AMOUNT	NOTES
Registration Fee \$450 1 st child / \$400 each additional		
Sacraments Fee \$85/child		
Technology Fee \$50/child		
Kindergarten Graduation Fee \$80/child		
8th Grade Graduation Fee \$350/child		
Please Note: Fees are non-refundable.	Total Fees: \$ _____	Receipt # _____ OR Include in FACTS <input type="checkbox"/>

Tuition Amount: \$ _____

(Please check one):

Option 1, Full Payment – due no later than **August 3, 2017**

Option 2, Please indicate which monthly payment plan you are choosing:

____ 10 FACTS Monthly Payments (August through May) Amount due each month

____ 11 FACTS Monthly Payments (July through May) Amount due each month

FACTS Monthly Electronic Automatic Payments: I prefer the payment be automatically deducted from my account
(Please Circle) 5th or 20th of the month

All financial agreements end in **May 2019**. Monthly payments are budgeted over 10 or 11 months beginning August or July 2018 respectively.

_____ Initials

Holy Trinity Family Agreement 2018 - 2019

We, the pastor, administration, faculty, and staff of Holy Trinity School, welcome you to our school community, which is firmly committed to providing a quality Catholic education for your child. The success of our school community demands the commitment and dedication of the administration, staff, and parents to the philosophy and goals of the school. Thus, we ask you to read the following Agreement and to sign it as an indication of your acceptance of your obligations to the school community.

1. We understand the school is a Catholic, parochial school under the jurisdiction of the Archdiocese of Los Angeles. We accept therefore:
 - That the pastor of the parish is the ex-officio chief administrative officer of the school who carries out Archdiocesan policy, determines policies appropriate to the needs of the school.
 - That the principal is responsible for the immediate direction and supervision of the school program.
2. We understand that certain responsibilities require our continuous support if the school is to achieve its goals. We agree, therefore,
 - Catholic families are strongly encouraged to participate at Mass at least weekly and to regularly participate in the sacraments and parish activities so that our children may have a sense of the importance of their faith commitment and community in their lives.
 - To participate in the religion program, sacramental preparation program, and related activities in order to make the teaching of religion a reality in the lives of our children.
 - To encourage our children to learn by providing the environment, space, and time suitable for home study.
 - To abide by all school and Archdiocesan policies and regulations and to positively accept all disciplinary actions for non-compliance with these policies and regulations.
 - To communicate respectfully with all school personnel at all times and to communicate to our child(ren) our positive support of school personnel and policies.

- To promptly complete and return all forms and records necessary to comply with school, Archdiocesan, and state regulations.
- To attend all General Parent Meetings which occur during the school year and to respond to all requests for conference time.
- To abide by the Archdiocesan *Code of Christian Conduct Covering Students and Parents/Guardians*.
- To abide by all school policies as stated in the annual *Family Handbook*.

3. We understand that tuition and fees cover only a part of the total costs of providing education at Holy Trinity School. We agree, therefore,

- To make regular and prompt payment of all tuition and fees by the agreed upon date each month.
- To assist the fundraising efforts of the school by assuming the following responsibilities:
 1. Fulfill all of the fundraising requirements as outlined in my annual Tuition Family agreement
 2. To devote a minimum of 35 service hours to the school annually. Unfulfilled service hours will be billed at a rate of \$10 per hour.
- To abide by the decision of the pastor should our circumstances lead us to request exemption from all or part of our obligations.

Code of Christian Conduct Covering Students and Parents/Guardians

The students’ interest in receiving a quality, morally based education can be served if students, parents, and school officials work together. Normally, differences between these individuals can be resolved. In some rare instances, however, the school may find it necessary, in its discretion, to require parents/guardians to withdraw their children. It shall be an express condition of enrollment that the students and parents/guardians shall conform themselves to standards of conduct that are consistent with the Christian principles of the school, as determined by the school in its discretion. These principles include, but are not limited to any policies or procedures set forth in any student/parent handbook of the school.

These Christian principles further include, but are not limited to, the following:

- Parents/guardians are expected to work courteously and cooperatively with the school to assist the student in meeting the academic, moral, and behavioral expectations of the school. Students and parents/guardians may respectfully express their concerns about the school operation and its personnel. However, they may not do so in a manner that is discourteous, scandalous, rumor driven, disruptive, threatening, hostile, or divisive.
- Any parent/guardian or other person whose conduct in a place where a school employee is required to be in the course of his/her duties materially disrupts class work or extracurricular activities or involves substantial disorder is guilty of a misdemeanor. This statement does not apply to any otherwise lawful employee concerted activity, including but not limited to, picketing and the distribution of handbills.
- Any parent/guardian, or other person who insults or abuses the principal or any teacher in the presence of other school personnel, students or parents and at a place which is on school premises or public sidewalks, streets, or other public ways adjacent to school premises or at some other place if the principal or teacher is required to be at such other place in connection with assigned school activities, risks the continuation of their child in the school.
- These expectations for students and parents/guardians include, but are not limited to, all school-sponsored programs and events (e.g., extended care, athletics, field trips, etc.).

Acceptance:

I have read this agreement (4 pages). We understand that we may be asked to withdraw our child(ren) from the school if we fail to fulfill our responsibilities under this Agreement. Our signatures on the parent agreement indicate our intention to fulfill all of our obligations according to this Agreement. I further agree to make tuition payments for the 2017 - 2018 school year as outlined in the option indicated above.

_____ **Financial Responsible Party Signature**

_____ **Date**

These forms and the FACTS tuition contract must be returned to the office at the time of registration at Holy Trinity School. If you have any questions please contact the school office.

::: Office Use :::	
FACTS Contract # _____	
Finalized Date: _____	Initials: _____
Tuition Contract \$ _____	
Misc. Fees: _____	\$ _____
Misc. Fees: _____	\$ _____
FACTS Total: \$ _____	