River's Edge Christian Academy

Financial Policy

River's Edge Christian Academy meets its financial responsibilities solely through the financial commitment and donations of the participating families. We receive no subsidies or grants from other sources. Therefore, the ongoing program is dependent on the timely fulfillment of each family's financial commitment.

Elementary and Middle School

(1) A registration fee of $125 per elementary or middle school student is to be paid annually when registering. **This fee is non-refundable after a family has been accepted.**

(2) The last month's tuition deposit is to be paid annually. New families are required to pay this deposit when they register. Current families are required to pay this deposit by June 15. **This tuition deposit, when paid, is nonrefundable for a student who has been accepted into the program but later withdraws before classes begin or during the school term**.

(3) Payments are made over 10 months and are due on the 15th of each month, from June 15 through March 15.

(4) Families who re-register their students for the next school year in the month of February will have the option of skipping the tuition payment made in February and paying it in April instead. Thus, the last tuition payment for these families would be April 15, instead of March 15, if they skip the February payment.

Elementary and Middle School 10-Month Payment Schedule

June 15 (Prepaid May Payment)
July 15
August 15
September 15
October 15
November 15
December 15
January 15
February 15 (Family may skip payment if re-registered for next year and pay April 15 instead.)
March 15

2010-2011 Elementary and Middle School Tuition Rates

Number of Students	Multi-Child Discount	Annual Tuition	10-Month Payments
1 student	0%	$2250.00	$225.00
2 students	5%	$4275.00	$427.50
3 students	15%	$5737.50	$573.75
4 students	25%	$6750.00	$675.00
Each Additional Student	25%	+ $1687.50	+ $168.75

High School

Part-time High School (3 or Fewer Classes):

(1) A registration fee of $75 is to be paid for each high school student each semester. **This fee is non-refundable after a family has been accepted.**

(2) River's Edge CA requires tuition for the entire semester to be paid in full at registration for part-time high school students. **This tuition deposit, when paid, is nonrefundable for a student who has been accepted into the program but later withdraws before classes begin or during the school term.**

Full-time High School (4 or More Classes):

(1) A registration fee of $75 is to be paid for each high school student each semester. **This fee is non-refundable after a family has been accepted.**

(2) River's Edge CA requires pre-payment of the first and last month of each semester as a deposit. This deposit is to be paid for each high school student at the beginning of each semester. New families are required to pay this deposit when they register. Current families are required to pay at least half of this deposit (one month's tuition) by June 15 and the other half by July 15 (or by November 15 and December 15 for high school students registering for the second semester). **This tuition deposit, when paid, is nonrefundable for a student who has been accepted into the program but later withdraws before classes begin or during the school term**. There will, however, be a 10-day drop/add period, with the first day of the drop/add period occurring on the first day of school, in which tuition may be transferred and used towards payment for a different class during the same semester, provided there is sufficient space in that class; however, **no refunds will be issued for the tuition deposit**.

(3) Payments for each semester are made in 5 payments. Since the first and last months of each semester are prepaid, families will make monthly payments as listed below in the High School Payment Schedule.

(4) Families who re-register their students for the next school year in the month of February will have the option of skipping the tuition payment made in February and paying it in April instead. Thus, the last tuition payment for these families would be April 15, instead of March 15, if they skip the February payment.

Full-time High School 5-Month Payment Schedules

Fall Semester Payment Schedule:
June 15 (Prepaid December Payment)
July 15 (Prepaid August Payment)
August 15
September 15
October 15

Spring Semester Payment Schedule:
November 15 (Prepaid May Payment)
December 15 (Prepaid January Payment)
January 15
February 15 (Family may skip payment if re-registered for next year and pay April 15 instead.)
March 15

2010-2011 High School Tuition Rates (per class)

Number of Classes	Semester Tuition	Annual Tuition	Average Cost per month
1 core* class (PT)	$325	$650	$65
2 core classes (PT)	$625	$1250	$125
3 core classes (PT)	$900	$1800	$180
4 core classes (FT)	$1125	$2250	$225
5 core classes (FT)	$1250	$2500	$250
Electives: (Outsourced electives not eligible for RECA discounts)	*Variable Cost~ Estimate +$250 per class*	*Variable Cost~ Estimate +$500 per class*	*Variable Cost~ Estimate +$50 per class*

*** A 'core' class is any on-campus class taught by River's Edge CA employed teachers.**

2010-2011 High School Tuition Rates with Multi-Child Discount

Elementary, Middle, and/or High School Student (with 4 Core Classes)

Number of Students	Multi-Child Discount	Semester Tuition	Annual Tuition	10-Month Payments
1 student	0%	$1125.00	$2250.00	$225.00
2 students	5%	$2137.50	$4275.00	$427.50
3 students	15%	$2868.75	$5737.50	$573.75
4 students	25%	$3375.00	$6750.00	$675.00
Each Additional Student	25%	+ $843.75	+ $1687.50	+ $168.75

High School Student (with 5 Core Classes)

Number of Students	Multi-Child Discount	Semester Tuition	Annual Tuition	10-Month Payments
1 student	0%	$1250.00	$2500.00	$250.00
2 students	5%	$2375.00	$4750.00	$475.00
3 students	15%	$3187.50	$6375.00	$637.50
4 students	25%	$3750.00	$7500.00	$750.00
Each Additional Student	25%	+ $937.50	+ $1875.00	+ $187.50

High School Electives

Electives: (Outsourced electives not eligible for RECA discounts)	*Variable Cost~ Estimate +$250 per class*	*Variable Cost~ Estimate +500 per class*	*Variable Cost~ Estimate +50 per class*

Tuition Discounts (Full-Time Students Only):

(1) A Multi-Child Discount will be applied to a family's entire tuition balance, based on the number of full-time students enrolled. Multi-child discounts are as follows:

2 Full-time students – 5% Discount
3 Full-time students – 15% Discount
4+ Full-time students – 25% Discount

(2) A church member of West Towne Christian Church or West Hills Presbyterian Church will receive a **WTCC/WHPC 10% Member Discount**, which will be applied to a family's entire tuition balance. This discount applies only to full-time students.

(3) An **Annual Prepaid Discount of 2%** will be applied if a family prepays their total tuition balance in full for the entire year. The annual tuition balance must be paid by July 15 in order to receive the Annual Prepaid Discount. The Annual Prepaid Discount applies to full-time student tuition only. (For high school tuition, which adjusts to a different amount during the second semester, the difference will be either billed to the family or refunded to the family, whichever is applicable.)

(4) A family who qualifies may combine discounts together for a total percentage discount. **However, the maximum discount that can be applied to any family is 25%, regardless of how many discounts for which the family is eligible.**

Tuition Credits:

(1) **Tuition Assistance** - River's Edge Christian Academy has a Tuition Assistance Program, which provides tuition assistance towards families who qualify. The academy uses a third-party organization, FFNA, to evaluate a family's financial need. This organization makes a recommendation to the school

regarding the percentage of tuition assistance to award. The maximum amount of tuition assistance a family may qualify for is 50%. Please contact the school office if you are interested in more information about this program. The funding for this program is dependent solely upon donations received for the program.

(2) Rotation Swap Program – River's Edge Christian Academy has a Rotation Swap Program, which allows families the opportunity to pay $30 extra per month in order to be exempted from their monthly rotation duty. In exchange, this provides other families with the opportunity to work extra rotation duties for a $30 per day tuition credit. This swap program is managed by the Rotation Coordinator. The ability to participate is based on a first come, first served basis, and is limited by the need to have the appropriate balance of workers. You may indicate your interest to participate in this program when completing your Rotation Request Form in the summer before the start of the school year, but participation is not guaranteed.

(3) Substitute Teachers – River's Edge Christian Academy uses parents to serve as substitute teachers and pays for substitute teaching at the rate of $30 per school day. If you are interested in being on a list of available substitute teachers, please notify the school office. Payments are made by check on a daily basis. To apply this towards tuition balance, the substitute teacher may endorse the back of the check and drop it in the black tuition box with a note attached to apply the payment towards the family's tuition balance.

General Financial Policies:

(1) If a prepaid deposit has not been received by the school office by the due date, the school will call the family to verify enrollment. If payment has still not been received within five days after the due date, the student will be withdrawn from the school and the next student on the waiting list will be placed in that opening.

(2) Payments are due on the 15th of each month. We allow a grace period of five days for families who have a financial need, but please contact the office if your payment will not be in by the 20th. **If payment is not received by the 20th of the month, a $15 late fee is charged.**

(3) You are expected to contact the school if you become unable to meet your monthly financial commitment. Financial commitments may be mailed to the school address, placed in the black tuition box, or returned to school through the family's communication folder. There will be a $10 fee charged for any returned checks. Two returned checks may require subsequent payments to be made in cash.

(4) Parents are responsible for purchasing textbooks and workbooks for each student. We will provide a curriculum information sheet listing all materials needed and where they can be purchased before the new school year begins. Additional lab/material fees may be required for certain classes/courses.

(5) After the prepaid deposit has been paid, if a student withdraws or if student enrollment changes from River's Edge co-operative student to an Umbrella student, please be aware that any prepaid tuition deposit and any other tuition payments paid thus far will be forfeited. In addition, a student who transfers to the Umbrella Plus program will incur an additional $120 fee to cover the additional costs of mailings, etc. There will be no additional charges to switch to the Basic Umbrella program.

10-Month Tuition Payment Schedule

DUE DATE	LOWER ACADEMY (K4-8th Grade)	UPPER ACADEMY (9th Grade)
JUN 15	May Tuition Deposit*	December Tuition Deposit*
JUL 15	August Tuition Payment	August Tuition Deposit*
AUG 15	September Tuition Payment	September Tuition Payment
SEP 15	October Tuition Payment	October Tuition Payment
OCT 15	November Tuition Payment	November Tuition Payment
NOV 15	December Tuition Payment	May Tuition Deposit*
DEC 15	January Tuition Payment	January Tuition Deposit*
JAN 15	February Tuition Payment	February Tuition Payment
FEB 15	SKIP TUITION PAYMENT THIS MONTH IF YOU REGISTER IN FEBRUARY FOR NEXT YEAR!!!	SKIP TUITION PAYMENT THIS MONTH IF YOU REGISTER IN FEBRUARY FOR NEXT YEAR!!!
	Non-Registered Families: March Tuition Payment	Non-Registered Families: March Tuition Payment
MAR 15	Families Registered for Next Year: March Tuition Payment	Families Registered for Next Year: March Tuition Payment
	Non-Registered Families: April Tuition Payment	Non-Registered Families: April Tuition Payment
APR 15	Families Registered for Next Year: April Tuition Payment	Families Registered for Next Year: April Tuition Payment
	Non-Registered Families: No Payment Due!	Non-Registered Families: No Payment Due!

*Prepaid deposits are non-refundable.

Addendum A
River's Edge Christian Academy
Monthly Tuition Calculation Worksheet

(Based on a 10-month Payment Plan)

Gross Monthly Tuition Calculation:

A.) Number of students in grades K4 – 8th: _____ x $225 = _____

B.) Number of full-time 9th-12th grade students w/4 core* classes: _____ x $225 = _____

C.) Number of full-time 9th-12th grade students w/5 core* classes: _____ x $250 = _____

D.) Number of full-time 9th-12th grade students w/6 core* classes: _____ x $300 = _____

*A core class is any on-campus class taught by River's Edge CA employed teachers.

E.) Subtotal (Add A+B+C+D): Total FT students _____ Total Tuition $ = _____

Discount Calculation:

F.) Multi-Child Discount % based on Total FT students (E) Multi-Child Disc. % = _____

5% - 2 full-time students
15% - 3 full-time students
25% - 4 or more full-time students

G.) Other applicable percentage-based discounts: Other Discount % = _____

10% - WTCC/ WHPC Church Member
X% - Tuition Assistance (amount determined by TAP application process)

H.) Enter the sum of F and G, or 25%, whichever amount is lower.* Total Discount % = _____

If receiving tuition assistance, enter the sum of F+G, or 50%, whichever amount is lower.

I.) Multiply: E (Total Tuition $) x H (Total Discount %) Total Discount $ = _____

Net Tuition Calculation:

J.) Subtract: E (Total Tuition $) - I (Total Discount $) Net Tuition $ = _____

Additional Non-Discounted/Add-on/Outsourced Classes:

K.) Monthly Tuition for add-on/outsourced/non-discounted classes: Additional Tuition $ = _____

Add J (Net Tuition $) + K (Additional Tuition $) **Total Monthly Tuition $ =** _____