

Policy Title: Draft Payment Plans Policy

Date Created: 3-11-2009

Review Date:

Policy Number: Bus-6

Body of Origin: Finance Committee

Review Authority: Board of Directors, Finance Committee

Purpose: To provide options for payment of student tuition, registration fees, and supply fees

Policy Details: The following options are the ONLY payment plans available for Three Rivers Waldorf School:

- **Plan 1:** Payment in-full by July 15th of the upcoming school year.
 - 3% discount may be applied to gross tuition
 - does not apply to registration fees
 - does not apply to supply fees
 - does not apply to tuitions that have received adjustments or remissions
 - does not apply to payments made after July 15th

- **Plan 2:** FACTS Tuition Management (*10, 11, or 12 monthly payments*)
 - Families will be responsible for the annual agreement fee payable to FACTS
 - FACTS agreements are due at the time of receipt of a signed contract in order for the contract to be valid
 - Payments will begin July of the upcoming school year
 - Payments will apply in the following order
 1. initially to registration and supply fees
 2. **AND THEN** to tuition net of any discounts

Related Policies and References: Order of Business Office Discounts Policy (Bus-4)