Financial Commitment Form
2018-2019

Student Information

Student 1: ________________________________________  Grade: _____________
Student 2: ________________________________________  Grade: _____________
Student 3: ________________________________________  Grade: _____________

Based on the Tuition & Fees Worksheet, our family owes:

$_________ (Registration Fees--Box E on Worksheet) due upon application/registration* _______

$_________ (Education Fees--Box F on Worksheet) due July 15/upon registration after July 15.* _______

*Registration and education fees are not prorated or refundable.

Education fees not paid by July 15th will be added to the first tuition payment in FACTS.

$_________ (Tuition--Box H on Worksheet) payable through FACTS.

I understand that:

• MESSIAH SCHOOL NOW OPERATES UNDER CONTINUOUS ENROLLMENT.
  o Beginning in the 2018-2019 year, ten-payment K-8 tuition plans will be debited August-December and
    February-June. Enrollment Deposits will be debited in January (regular tuition will not be debited in
    January).
  o Families planning to withdraw from Messiah School before the following year are responsible for
    communicating that information to the principal before February 1 (before the January debit in all
    following years) to prevent payment of the Enrollment Deposit.
  o Withdrawal from Messiah School after June 15 incurs a fee of 10% of tuition.
  o Tuition schedules will always be published before the Enrollment Deposit debit.
  o Need-based financial aid is still available and the aid application process remains the same. Families
    must apply each year for financial aid through online.factsmgt.com.
  o Families will still complete a tuition worksheet and sign a financial commitment before a payment
    plan is finalized in FACTS. If I must withdraw my K-8 student mid-year, I must provide 20 school days’
    notice. I am responsible for prorated tuition through the 20th school day after notice of withdrawal,
    even if my student does not attend Messiah during those 20 days.
  o Preschool tuition is not prorated, and I am responsible for tuition in full by March 30, even if I
    withdraw my student.
• My previous year’s account must be in good standing to complete enrollment.
• I must register for a FACTS account if I do not have one in order to complete enrollment.
• I must create my own FACTS account; Messiah School cannot create my FACTS account for me.
  o Please visit https://online.factsmgt.com.
• Tuition will be debited automatically through FACTS.
• Incidental fees (lunch, before/after care, field trips, band, etc.) will be invoiced monthly.
• Incidental invoices ARE NOT DEBITED AUTOMATICALLY, and must be paid promptly.
• Unaddressed tuition or fees during the school year may result in student’s exclusion from field trips and extracurricular activities.
• In cases of shared parenting, Messiah School will pay for ONE FACTS account per family. If parents would like separate accounts, an administrative fee of $200 will apply. Even in such cases, there are limits to our ability to separate fees.

Please electronically re-enroll me in FACTS using my previous information. [Available only for returning families.]

_____ My marital status has not changed since enrollment last year.
_____ My marital status has changed since enrollment last year. [Any related custody documents must be submitted.]

Parent/Guardian signature: ___________________________________________ Date: ____________________
Parent/Guardian email address: __________________________________________

Completed commitment received in office by:

_____________________________ Date: ____________________ Date of FACTS enrollment: ____________________