



SAINT EDWARD CHURCH & SCHOOL

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December 08, 2016

Dear School Parents,

Please find your school registration packet enclosed for the upcoming 2017-2018 school year. FACTS Management Company will handle our tuition billing again. We are pleased to inform you that the annual enrollment agreement will be incorporated into the online enrollment process this year. The agreement will look very similar to last year's but will be signed electronically. A hard copy may be printed for your records. The six tuition payment schedule options will remain the same, as well as the three draft day options, 1st, 15th and 25th.

We are also very pleased to inform you that once again the 2017-2018 tuition rates will not increase. Your general fees will be rolled into your tuition so that those fees may be spread over the desired payment schedule, making it easier for your tuition payment management.

With the decline of our enrollment over the past years, we are required to make some tough decisions about our class sizes and will need to finalize those decisions by **March 15, 2017**. Please note in the tuition rate schedule for 2017-18 that the tuition rates will increase by 7.6% **after March 15, 2017**. This deadline is necessary to ensure all returning students are registered by March 1st when we start forming our classes for 2017-18. If you register with FACTS **after March 15, 2017** and if there are available classroom spaces, your tuition will increase by 7.6%. For example, annual tuition for one child for K-8th will be \$6,500 (includes general fees) but if the family registers their child after March 15, 2017, the tuition will increase to \$7,000 per year.

All the information you need to register your student is on our website under "2017-2018 registration" where you will be redirected to the FACTS web site <http://ses.stedward.org/parent-portal/facts/> or you can also go directly to the FACTS website <https://online.factsmtg.com/signin/3VPCT>. Returning families may use the same username and password as last school year. Families new to St. Edward School will need to create a username and password as directed. For instructions, see page one of the packet, "Simple Steps to Enroll in a Payment Plan for 2017-2018".

For the school year 2017-2018, we will be offering a **Tuition Insurance Plan, by Hanover Insurance**. The proposed coverage is 100% of remaining tuition for medical withdrawal of student, academic discharge of student, disciplinary discharge of student, death of tuition payer, involuntary unemployment of tuition payer, job transfer of tuition payer and 70% of remaining tuition for voluntary withdrawal. The coverage begins 7/1/2017 and ends last day of academic year. **The cost will be \$152 for 1 student, \$304 for 2 students and \$456 for 3 students**. The insurance fee will be drafted through your FACTS account on 6/1/2017. More detail about the plan coverage along with a contract will be sent in a separate mailing. Information about the insurance plan can also be found on our website under "2017-2018 registration".

FACTS Grant and Aid will also provide the platform for our tuition assistance program once again. Due to a limited budget for tuition assistance, the "**First Come, First Serve**" approach will be used in granting financial aid. The same FACTS guidelines will be used again this year to determine the family need. It is very important to get the paper work submitted early since we have limited funds available. **The deadline for tuition assistance submission is February 15, 2017**. To start the application you may

use this link from our website www.ses.stedward.org/tuition-assistance-application (the same platform as the FACTS Payment Plans).

All families must register online with FACTS by the deadline of March 01, 2017. Tuition and fees will be drafted by FACTS. If you have a past due balance for the current school year, you may not register for the 2017-2018 school year until these balances are paid in full.

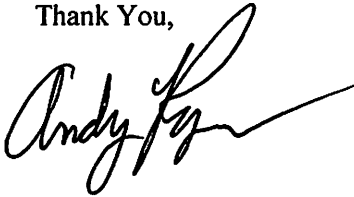
There is an **early bird \$25 discount** on our St. Edward School registration fee (\$50) if you register with FACTS by **January 31, 2017**. *Please note this is not the FACTS enrollment fee which is paid to FACTS when your signed agreement is processed.*

Below is a timeline for the 2017-2018 school year

- December 8, 2016 Registration packets mailed to families
- December 8, 2016 FACTS online registration for enrollment and financial aid begins.
- January 31, 2017 Deadline for early registration to receive the \$25 discount on the school registration fee.
- February 15, 2017 Deadline for tuition assistance submission with FACTS Grant and Aid.
- March 1, 2017 Deadline for enrollment registration with FACTS online.
- March 15, 2017 Class sizes for 2017-18 School year are finalized.
- March 16, 2017 Tuition rate increases 7.6% for remaining classroom spots.
- April 1, 2017 12 month tuition draft will begin (optional).
- May 1, 2017 Semi-Annual, Quarterly, or 11 month tuition draft will begin,(Optional).
- June 1, 2017 10 month tuition draft will begin (optional), Insurance payment draft due.
- July 1, 2017 Annual payment tuition draft due (optional).

If you have any questions, please contact the Business Office at 615-833-5520.

Thank You,



Andy Royer
Business Manager
St Edward Church and School