

## LCA TUITION POLICY

At Liberty Christian Academy we are committed to good stewardship. It is our goal to provide each child with the highest level of education at an affordable price. With multi-student discounts and financial aid opportunities, a quality Christian education may be more affordable than you think.

1. Tuition may be paid annually, semi-annually, monthly or bi-weekly through FACTS. There is a 4% discount on tuition if full payment is received by June 20th. Students accepted after June 20th may receive the annual pay discount, as long as the payment is made within 15 days of acceptance.
2. Tuition plan selection occurs annually at enrollment/re-enrollment. If changes are needed after this time, please contact the business office. A \$25 charge will be added to change from one payment plan to another. All tuition and fees must be paid in a timely manner. Failure to keep payments current may necessitate student withdrawal.
3. There is a \$500 discount for each additional child within the family. The child in the highest grade level within the family pays full tuition.
4. Annual Fees are charged per student and are non-refundable. Once the school year starts, these fees are due, even if the student withdraws.
5. Re-Enrollment fees will be paid through online enrollment in January. This fee holds the student's place for the upcoming school year.
6. Checks made out to LCA and returned for insufficient funds will result in a \$25.00 charge.
7. A student is considered enrolled and chargeable until a withdrawal form has been submitted by a parent or guardian indicating the last day of attendance. Final balances will be computed based on the date of withdrawal per the chart below.

Withdrawal between June 1st until school begins	A withdrawal fee of \$500 will be assessed
Withdrawal during 1st quarter	25% of annual tuition and all fees
Withdrawal during 2nd quarter	50% of annual tuition and all fees
Withdrawal during 3rd quarter	75% of annual tuition and all fees
Withdrawal during 4th quarter	100% of annual tuition and all fees

8. Students will not be placed on a class list and will not be able to attend until the previous year's account is paid in full. If tuition and fees remain unpaid by July 1st, students are no longer guaranteed a spot in their class.
9. Report cards and transcripts are released if there is no outstanding balance on the account.

### **EXTENDED CARE**

Enrollment in our extended care program is by pre-registration only for grades PK-5. Before and after school Extended Care fees are \$10 per student per session. For multiple children in one family, each additional child will be charged at \$8 per student per session. These fees are due upon receipt of a monthly invoice. A \$30 fee will be assessed for any late pick-up after 6:00 PM. A non-registered student not picked up by 3:45 will be charged at a "drop-in" rate of \$20 per student. The privilege of Extended Care may be revoked if the account is not kept current.

### **SCHOLARSHIPS**

LCA accepts the Ohio EdChoice Scholarship and the Ohio EdChoice Expansion Scholarship in grades K-12. Parents/Guardians are responsible to pay any application fees, annual fees, incidental fees, and any balance of tuition not covered by a Scholarship. Families must first complete the LCA online enrollment/re-enrollment process before Ohio EdChoice renewal paperwork can be processed.

### **PARENT/GUARDIAN RESPONSIBILITY**

We bill only the student's legal guardian (or custodian) for school fees. In most cases, the legal guardian is the parent in whose home the student resides. In divorce cases where there is joint custody of the student, the parent who signed the enrollment application is responsible for the payment. For different arrangements, please contact the business office.

