SOCIETY FOR CHRISTIAN EDUCATION IN SOUTHERN ALBERTA

TUITION FEE POLICY

Christian Education

*Immanuel Christian Elementary and High Schools* (operated by the Society for Christian Education in Southern Alberta) are parent-controlled Christian schools. A good deal of the financial resources needed to maintain our schools must come from parents and a supportive Christian community. Christian education requires a significant financial sacrifice on the part of every family.

We believe that Christian education is worth the sacrifice. We are responding obediently to God who has given us the ultimate responsibility for training our children. Furthermore, we believe that God will enable us to meet our obligations and supply our needs.

Community

One of the ways God has worked His plan at His schools is through the concept of *community*. Our schools enjoy Christian support in addition to parent support. We are a Christian community that supports the school even after our children have graduated, so we can be of help to other families needing assistance. Society supporters are encouraged to give according to how they have been blessed.

This sense of community enables low, middle and large income families the ability to have their children attend our schools. We desire that no one be deprived of Christian education because of the cost.

Financial Situation

It is the responsibility of the parents / guardians to inform the business office if they are experiencing genuine financial difficulties.

In order that the Society’s resources are fairly and justly distributed, a family in need of tuition assistance is asked to submit a tuition relief application (available at the business office) to the tuition relief committee and provide honest information concerning their financial situation. Families will be asked for copies of their tax returns and details concerning their current level of income. All families receiving assistance will be required to enroll all school age children at Immanuel Christian School. Exceptions granted only by board approval.

Families requesting assistance must have exhausted other avenues of assistance at their disposal such as other church support, bank, family and/or other personal sources.
New Families

The Society for Christian Education in Southern Alberta welcomes all new families into the Society fold. To ensure that all new families understand the serious nature of their financial responsibility to Christian education, the Board requests that all new families submit post-dated cheques (monthly or quarterly) in advance or use pre-authorized chequing.

Tuition Incentive for New Families

New Family rate proposal – for parents who are new to Christian Education, youngest child enters into Junior High or Senior High grades. To approve introductory graduated tuition program for any new family with their oldest in Junior High or Senior High. (Approved Board Meeting April 13, 2012)

Collection Procedures

The following procedures will be followed for past due accounts, at intervals determined by the Board:

- letter from the Business Office
- letter and personal contact by Board member(s)
- letter from Board and/or Finance Committee calling for a meeting to determine if enrolment should be terminated
- Finance Committee will recommend termination of enrolment to the Board

It is also understood that when your child(ren) leave the school, that your tuition obligation will be satisfied, before the academic records will be sent to another school. The Society reserves the right to involve a collection agency, or to invoke legal action to collect outstanding fees if necessary.

All payment received will be applied in the following order:

- Tuition arrears;
- Current tuition fees

A one-time late fee of 5% of the account balance will be added to any account showing tuition fees outstanding at June 30 of any year. This late fee will be waived if:

- Post –dated cheques for the entire outstanding balance are received by the Business Office by June 30, or
- At the discretion of the board.

Any family whose account is not paid in full by June 30 of any given year, must make arrangements with the Business Office, prior to July 15 of that same year, for payment of the outstanding tuition.
Failure to comply will result in a visit of a Board member(s) from your local, who may make a subsequent recommendation to the board that the family’s children are no longer eligible for enrolment in either Immanuel Christian Elementary School or Immanuel Christian High School for the following year.