

AKA`ULA SCHOOL TUITION CONTRACT AND POLICIES



Tuition, financial aid, and payment options at Aka`ula School are established by the Board of Trustees. For the school year 2017-18, the actual cost of educating a student is \$8,000.

Financial Aid:

Aka`ula School has adopted a “needs based” tuition program, and uses a third-party service provider, TADS, that recommends financial aid distribution after careful review of each student’s application. To receive any financial aid, a family must fill out an application with TADS. In the 2017-2018 school year, the maximum financial aid a student may receive is \$5,000. **Every family is expected to contribute a minimum of \$3,000 to their student’s tuition. Complete forms must be submitted to TADS by July 10, 2016 to be considered for assistance.** Once financial need has been determined, each family will meet with a school administrator to review and finalize the tuition contract. **All families are expected to help with Ku Ka Lau Lama, the school’s annual signature fundraiser.**

- Families that pay full tuition have no additional fiscal or work obligation to the school beyond helping with Ku Ka Lau Lama.
- Families that pay \$5000 are exempt from fundraising beyond helping with Ku Ka Lau Lama. However, they must select and complete work from a list of jobs that benefit the school.
- Families that pay \$3000 must (a) select and complete work from a list of jobs that benefit the school, and (b) fundraise \$2000 per child (\$1000 per semester).

Enrollment Deposit:

Families are required to make a \$500 enrollment deposit for each student by July 5, 2017. This deposit will secure a space at Aka`ula School, and the full amount will be applied to tuition. It is fully refundable until the first day of school, August 14, 2017. This allows families adequate time to review their financial aid award and revise their contract as needed. The enrollment deposit is due within two weeks of acceptance for applications submitted after July 1, 2017.

CONTRACT

We, _____, parents/guardians of _____
enroll him/her at Aka`ula School.

Tuition Payment Plans:

1. We choose to pay the family commitment towards tuition for the 2017-2018 school year in full by July 5, 2017.
2. We choose to pay the family commitment towards tuition for the 2017-2018 school year in two equal installments with the first installment paid by July 5, 2017 and the second installment paid by January 1, 2018.
3. We choose to pay the family commitment towards tuition for the 2017-2018 school year in four equal installments, with the first installment paid by July 5, 2017. The second installment to be paid by October 1, 2017, the third paid by January 1, 2018, and the final installment paid by April 1, 2018.
4. We choose to pay the family commitment towards tuition for the 2017-2018 school year in ten equal installments, with the first installment paid by July 5, 2017. Thereafter, a payment will be due on the first of each month with the final installment due on April 1, 2018.

There is a \$10 service charge for every payment made. If you elect to have your payment automatically paid into the school account, the \$10 fee will be waived. (*This is only applicable for monthly payments.*) There will be a \$20 penalty for each late payment.

I select tuition payment plan # _____ for the 2017-2018 school year.

Initial and Date _____

Tuition policies:

1. Families with multiple children enrolled at the school will pay full tuition commitment for their oldest child and will receive a 10% reduction on each additional child's tuition.
2. Families are to designate a tuition payment plan at the start of each school year. Payment plans may be changed during the year after meeting with a school administrator.
3. Tuition payments may be made by check, credit card, or cash; however, cash payments are discouraged. When paying by credit card, a credit card fee of 5% will be the family's obligation.
4. The first quarter of tuition must be received by the start of the school year for a student to be considered enrolled.
5. There is a five-day grace period on all installments. If an installment is not received during the grace period, a late charge of \$20 will be assessed on the payment due.
6. Accounts delinquent over 60 days are subject to collection or mediation. Parents will be responsible for all expenses of collection, including attorney's fees.
7. Accounts delinquent over 60 days may result in your child's enrollment being terminated.
8. Aka`ula School reserves the right to deny re-admission for the following school year if a financial loss to the school has been caused by a breach of tuition contract.
9. Aka`ula School reserves the right to withhold promotion activities, transcripts and other student records, including diplomas, if tuition and fees are not paid when due.
10. Families should make arrangements with the Aka`ula School bookkeeper immediately if they anticipate difficulty making a payment on time.
11. There will be a \$25 fee for any returned check. Should more than two (2) checks be returned during the school year, the Board of Trustees Finance Committee shall, at its discretion, require payments to be made in cash, money order, cashier's check or certified check.

Student Records and Handbook:

Families of new students will receive a list of forms that need to be completed prior to the start of the school year. They will also receive a student handbook upon enrollment. The handbook contains school policies and expectations. Students and their families are responsible for reading and abiding by the handbook.

Initial and Date _____

Financial Aid:

To be considered for financial aid, families need to complete and submit TADS forms by June 15, 2017. A job list will be available to parents no later than May 15, 2017.

- Families that pay full tuition have no additional fiscal or work obligation to the school beyond helping with Ku Ka Lau Lama.
- Families that pay \$5000 are exempt from fundraising beyond helping with Ku Ka Lau Lama. However, they must select and complete work from a list of jobs that benefit the school.
- Families that pay \$3000 must (a) select and complete work from a list of jobs that benefit the school, and (b) fundraise \$2000 per child (\$1000 per semester).

Fundraising monies are combined with grants and donations secured by the Board of Trustees to fund financial aid in its entirety.

Fundraising:

To facilitate fundraising efforts, the chair of the parent group, Hui Makua, will schedule meetings at least once per quarter. Typically, these meetings occur in conjunction with the school's quarterly meeting. A two-week notice will be given should additional meetings be necessary. These meetings are mandatory for every family receiving full financial aid (\$5000), and ***a \$50 penalty will be assessed for missed meetings.***

Hui Makua will coordinate fundraising efforts according to the development plan approved by the board. Families receiving financial aid are responsible for raising \$2000 for each aid-dependent student at the school; \$1000 per student per semester. An accounting prepared by the school bookkeeper and reviewed by administration will be sent out within two weeks of a fundraising event. Fundraised monies will be distributed evenly amongst those receiving financial aid. If there is a shortfall in fundraising, the deficit will be shared by those fundraising.

Student Supplies:

- Each student will pay a \$100 supply fee at the beginning of the year. This fee will cover binder, paper, composition books, flash drives, dry erase pens, pencils, pencil sharpener, pens, cap erasers, pencil bag, glue, protractors, compasses, highlighters, sharpies, art supplies, Kleenex, paper towels, toilet paper, cleaning supplies, and a copy of the school yearbook.
- Families will supply appropriate athletic attire (swimsuits, goggles, etc.) and school shirts.
- The school will assign computers, textbooks, and calculators to each student to use during the year. Lost or damaged computers, textbooks, and/or calculators will be the responsibility of the family.

Initial and Date _____

