

Horizon Christian School International Student Financial Policy

Unless otherwise informed, we assume that when you enroll your student(s), you are committed to keeping your student(s) at Horizon for the entire coming year. Most decisions regarding staff, room assignments, curriculum, and equipment purchases are made based on an estimate of the number of students enrolled for the coming year as of April 1 of the preceding year.

The following financial policies were formulated for this reason. Please read the following information very carefully. If you have questions regarding this policy, please get in touch with the school office for clarification.

Enrollment Fee: An annual enrollment fee of \$300 is charged for each new and returning student and will be included with the tuition payment. This fee is non-refundable and non-transferable.

Tuition and Fee Payments: School tuition and fees may either be paid in one payment or two. For families making one payment, tuition and fees must be paid by July 1st. For families making two payments, the first payment must be paid by July 1st, and the second must be paid by January 1st. Students may not participate in class if tuition and fees are not paid. Once a student begins class, tuition for that semester is not refundable.

I choose the following option for the payment of tuition and fees for the school year:

Full payment is due by July 1st.

Semester payments:

1st payment is due by July 1st.

2nd payment is due by January 1st.

The following person will be responsible for paying tuition and fees: _____

Please Note: Students may only participate in class if tuition and fees are paid. Once a student begins class, tuition for that semester is not refundable.

Additional Fees: Additional fees are listed on the Tuition & Fee Schedule.

Returned Check Fee: A \$40 fee is charged for any returned check in addition to the late fee.

Mid-year Enrollment: Tuition shall be prorated for students enrolling after the school year begins.

Withdrawals: All unpaid tuition and fees are due at the date of withdrawal. If tuition has been pre-paid, a pro-rated amount will be refunded based on the withdrawal date. Students will be withdrawn if tuition payments exceed 60 days in arrears.