



333 Jeremiah Boulevard
Charlotte, NC 28262
Financial Office: 704-598-9667

2008-09 TUITION PAYMENT CONTRACT

Business Office Use Only:
FACTS Renewal Date
E-Cashier Complete
Pre-payments
NCA Financial Aid
CSF Financial Aid
Pastor's Discount
Chr Wkr Discount

Parent/Guardian Names:

(Title) (First) (Middle Initial) (Last)
(Title) (First) (Middle Initial) (Last)

Address: (St. Address or P.O. Box) (City) (State) (Zip Code)

Home Phone: () Eligible for Northside Member Discount? Yes No

Students' Names and Grades for 2008-09: (For K5 students, indicate either full or half day)

K5 through 12th grade tuition and fees for the 2008-09 school year will be paid by the option checked below:

PAYMENT METHODS (One choice per family, not per student)

Annual Single payment by check, cash or certified funds to the Academy for family's entire year's tuition and resource fees (excluding Registration, Sports, Lab, Music, and Trip fees) is due by July 11, 2008 with a 3% tuition discount.

Monthly The FACTS Monthly Plan allows budgeting of family's tuition and resource fees (excluding Registration, Sports, Lab, Music, and Trip Fees) over ten months beginning July 2008 and ending April 2009.

Families using FACTS Monthly Plan for the first time will be sent instructions for completing an Automatic Tuition Agreement through FACTS secure website.

For consecutive years choosing the Monthly Plan, NCA's Business Office electronically re-enrolls parents with FACTS at the new tuition rates.

Advance payments may be made to lower or pay off monthly contracts, but discounts are not given for early payment unless entire family's tuition and fees are paid by July 11th.

I have read and understand the Tuition Financial Policy and agree to make payments for the 2008-09 school year in accordance with the chosen payment plan. I also fully understand and will comply with discount eligibility requirements, penalties for delinquent school tuition, and withdrawing a student prior to the first day of school, at semester break, or during the school year.

Parent or Guardian Date

Admission or re-admission forms, Tuition Payment Contract, and registration fees should be submitted to the School Business Office, located in the Child Care and Academy for Early Learning Building between 7:45 A.M. and 3:45 P.M.

NORTHSIDE CHRISTIAN ACADEMY 2008-09 TUITION FINANCIAL POLICY & CONTRACT

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REFUNDS AND WITHDRAWAL FEES: School registration fees are non-refundable except for non-acceptance by the Academy, wherein \$100 is withheld and the remainder refunded. Resource fees are paid according to the payment plan chosen and are not refundable. FACTS will be notified by NCA of any necessary adjustments for the Monthly Plan.

A \$500 per student or \$750 per family penalty is assessed for withdrawals prior to the first day of school unless the School Business Office receives written notification by July 7, 2008. Students withdrawing during first or second semester must pay the full resource fee, full trip fee (if applicable), tuition for the number of days attended, plus a withdrawal fee equal to one-half of the remaining days of the semester, but no more than 20 days tuition. Students withdrawing at semester break (January 14, 2009) must notify the School Business Office in writing by January 6, 2009, pay the resource fee, full trip fee (if applicable), and half year's tuition. If written notification is not received, an additional withdrawal fee of \$250 per student or \$375 per family will be assessed. Refunds and adjustments will be made if applicable, but school records and report cards may not be released until all tuition and fees are paid in full.

MISSED TUITION PAYMENTS: Annual Plan families paying after July 11, 2008 forfeit the 3% discount. If not paid by August 1, monthly drafts must be made through FACTS and a \$25 Pay Plan Change Fee is required. MasterCard, VISA, and Discover may be used, but do not qualify for the 3% discount. Cash, debit, and credit card payments to NCA must be made at the Business Office, located in the Academy for Early Learning Building, between 7:45 a.m. and 3:45 p.m. Returned checks incur a \$29 fee.

Monthly Plan families whose tuition payment (or reattempt of a missed tuition payment) is returned unpaid will be assessed a \$25 NSF fee by FACTS for each occurrence. FACTS will reattempt collection for missed payments and NSF fees on the next available payment date (5th or 20th). If two payments to FACTS are missed or delayed, remaining year's tuition and fees are required immediately or the student will be asked to withdraw from NCA.

NORTHSIDE MEMBER DISCOUNT – Active members in Northside Baptist Church may be eligible for the Northside Member Discount. Please contact the Business Office at 704-598-9667 to determine if you meet the requirements for the discount.

PEACE OF MIND TUITION PROTECTION PROGRAM: This voluntary plan is available to FACTS families for a minimal, non-refundable annual fee per agreement. The Peace of Mind program is designed to assist families when the death of the person paying tuition, or that person's spouse, dies during the school year. There are age and pre-existing medical condition limitations. If you would like further information, please contact FACTS Management Co. at 800-624-7092.

FINANCIAL AID PROCEDURE: Financial aid is designed to help families provide a Christian education for their children when finances are limited. FACTS Management Co., located in Lincoln, Nebraska, administers NCA's financial aid program. The financial aid process requires detailed financial information, including a copy of your 2007 federal tax return and 2007 W-2 forms. NCA returning students for 2008-09 may apply for financial aid between January 22, 2008 and March 3, 2008. Awards are made by March 17, 2008. Families desiring to apply should contact the NCA Admissions Office (704-599-9015) located in C-Wing. Students must be enrolled in NCA for 2008-09 to apply for financial aid. Parents of returning students must reapply for financial aid each year upon re-enrollment.

PASTOR/CHRISTIAN WORKER DISCOUNTS: Pastor/Christian Worker discount applicants must meet ministry eligibility requirements. Please contact the NCA Admissions Office (704-599-9015) located in C-Wing or the Northside Business Office (704-598-9667) for an application. Applicants must apply for discounts at enrollment for new students and annually for returning students.

CHILDREN'S SCHOLARSHIP FUND: CSF is a private organization offering limited scholarships based on financial need. NCA accepts CSF awards if the recipient meets the Academy's enrollment eligibility requirements. CSF parents must choose one of NCA's two payment methods. Financial aid adjustments are made when CSF sends award verification to NCA, usually in July. Parents must contact Children's Scholarship directly to apply or reapply each year. CSF is located at 217 South Tryon Street, Charlotte, NC 28202. They may be reached by phone at 704-973-4534, 704-973-4934, or by e-mail at www.csfcharlotte.org.

PAYMENT PLANS: Students may not attend NCA until a payment plan is implemented, either yearly or monthly drafts.

PAYMENT CHANGE FEES: Each change to your initial pay plan choice will incur a \$25 fee.

TRANSFER STUDENTS: Transfer students enrolling after February 1st must pay for the remainder of the year in one payment. Annual and monthly plans will be available for the next school year.