



# NORTHSIDE CHRISTIAN ACADEMY

# 2024-2025 FINANCIAL POLICY

## ▶ 2024 -2025 TUITION & RESOURCE FEES

GRADES	ANNUAL TUITION	ANNUAL RESOURCE FEE	10 MO. DRAFTS (JULY-APRIL)
Grades K5-5	\$9850	\$300	\$1025
Grades 6-8	\$10500	\$400	\$1090
Grades 9-12	\$11650	\$500	\$1215

**\*10 Mo. Draft Estimates Above: Tuition/Resource Fee Only-No Discounts**

**Tuition Information: Cancellation of contracts for tuition and fees must be submitted in writing by May 31, 2024.** After May 31, 2024 the Tuition Refund Protection Plan is invoked, since tuition/fees are for the full academic school year. Two payment options are offered, yearly with a tuition discount for eligible early payment, and monthly drafts over 10 months (July 2024-April 2025) through FACTS Management. See Payment Options on page two.

**REGISTRATION FEES - NEW & RETURNING**.....\$300  
**EARLY REGISTRATION FEE\_RETURNING STUDENTS**.....\$150  
1/19/24 - 3/31/24

Per student registration fee is due and payable to begin enrollment process for new students and at re-enrollment for returning students: Fee is - **non-refundable** except for non-acceptance by the Academy, wherein \$100 is withheld and remainder refunded.

**Resource Fee:** Nonrefundable fee includes, but not limited to use of textbooks, a copy of yearbook, a pass for admission to all home non-tournament athletic games, the school play assembly, access to Chromebook and annual fall retreat for high school students (Teen Valley Ranch). **Yearly payers pay fee by June 15th with school tuition, monthly payers fee is included in monthly draft.**

**Tuition Refund Protection:** Tuition Refund Protection for student withdrawals is mandatory for monthly payers, opt-out is available for yearly payers and is due on April 15th, 2024 for returning students or at acceptance for new students. TRP fees are non-refundable. **Cost:** All students \$150 due by April 15, 2024 re-enrollees, new at acceptance.

NCA hires teachers and budgets for school related services based on projected enrollment and space is reserved for a student when the application process is completed.

Tuition Refund Protection protects the school from financial hardship due to unexpected withdrawals whether prior to the start of school or during the school year. TRP also offers some financial relief for families who must withdraw a student prior to or during the school year.

Tuition Refund Protection is required for each student in the family. Annual payers may opt-out of the plan with the understanding that no refunds will be made should a student withdraw for any reason.

Parents are legally obligated to pay NCA for the full year's tuition and fees should a student withdraw after May 31, 2024 limited only by the Tuition Refund Plan's parameters. **Tuition Refund Protection Limits follow:**

**After May 31, 2024, Tuition Responsibility Waived for 50% of Days remaining in School Year at Withdrawal Due to the Following Reasons:**

- Student is asked to leave by administration but was not expelled
- Voluntary withdrawals regardless of days remaining

**There are no refunds or tuition adjustments for student expulsions**

## ▶ FINANCIAL INFORMATION 2024 -2025

**Class Fees** (Enrollment in the following classes incurs an additional fee not included in tuition or resource fee.)

- **Cap/Gown/Tassel Fee** .....\$65
- **Science Lab Fee** (Grades 9-12) .....\$40 (Honors Physics, Biology, Honors Biology, AP Biology, Chemistry, Human Anatomy, Environmental Science)
- **Senior High Band** (Formal Attire Rental Fee) .....\$30
- **Senior High Choir/Ensemble** (Formal Attire Rental Fee).....\$30

### CLASS TRIPS:

- **Sophomore Trip-Christian College Tour** .....TBA (Payment dates to be announced)
- **Junior Trip to Washington D.C.** .....TBA (Required academic trip: four installments Sept-Dec.)
- **Senior Trip** .....TBA (Five installments Sept-Jan)

### SPORTS FEES: Payment required prior to sport participation

- All Middle School and Junior Varsity Sports.....\$75
- All Varsity Sports.....\$100

Students not re-enrolled for the next school year may not participate in spring cheerleading tryouts or summer athletic programs. Proof of health insurance is required.

**Private Music Lessons:** Please contact the school office for information and rates.

**Private Tutoring Fees:** Please contact school office for a list of approved and available tutors and their fees.

### Kidzone - After School Care K5-5th:

- After School** (2:50p.m. - 6:00 p.m.) - Weekly.....\$75
- Early Dismissal** (11:45p.m. - 6:00 p.m.) - Daily.....\$25
- After-School Study Hall** (Grades 6-12) - Daily.....\$15
- LATE PICK-UP CHARGE:** \$15 PER 15 MINUTE INCREMENTS (Kidzone, After School Study Hall)
- Late Payment Fees:** \$10 per student per month (Kidzone, After -School Study Hall, Lab Fees, Feld Trip Fees etc.)
- Returned Payment Fee**.....\$30

## ▶ DISCOUNTS

**Yearly Full Payment Discount:** There is a 1% discount on tuition (not fees) for a single payment to NCA for family's entire year's tuition and resource fees by June 15, 2024. See Annual Plan information.

### Sibling Discount

- First Child (oldest) - No Tuition Discount
- Second Child - 3% Tuition Discount (not fees)
- Third Child - 10% Tuition Discount (not fees)

**Northside Baptist Church Member Discount:** Northside Christian Academy is a ministry of Northside Baptist Church. The facilities we share are provided by the tithes and offerings of present church members. Therefore, a 20% discount (tuition only, no fees) is available to NCA parent/legal guardians, who are involved in ministry, and support the church with Biblical tithes and offerings. New member prospects must complete the Northside 101 class by April 1, 2024 or August 1, 2024 to be eligible for the member rate the next school year, if discount requirements are met.

**Children's Scholarship Fund:** CSF is a private organization offering limited need-based scholarships. A CSF award recipient must meet NCA's enrollment requirements CSF parent must choose one of NCA's two payment methods. CSF aid adjustments are made to accounts after NCA receives CSF's Scholarship award verification letter, usually in June. Parents must contact Children's Scholarship directly to apply or reapply each year at 704-973-4534, or by email at [www.csfcharlotte.org](http://www.csfcharlotte.org).

**Opportunity Scholarship:** To apply go to [www.ncseaa.edu](http://www.ncseaa.edu). Opportunity Scholarship aid adjustments are made to accounts after NCA receives award verification. The financial party responsible for tuition will be required to make tuition payments if the scholarship is denied or in jeopardy for any reason.

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## ▶ DISCOUNTS CONTINUED

**Financial Assistance:** A limited amount of need-based financial assistance is available to families of rising 1st-12th grade students, who have been enrolled at NCA a minimum of one year. FACTS Management Co., in Lincoln, Nebraska, assists NCA in administering our financial assistance program. The application process requires detailed financial information, and copies of your 2022 federal tax return and 2023 W-2 forms. NCA returning students must pay registration fee and complete the re-enrollment process for 2024-25 before applying for financial assistance. Financial assistance applications must be completed between January 19th, 2024 and May 31st, 2024. Awards are made by September 1, 2024. Families desiring to apply should contact NCA Admissions Office (704) 599-9015. Parents of returning students must reapply for financial assistance each year after re-enrollment.

## ▶ WITHDRAWAL INFORMATION

Cancellation of contract for tuition and fees must be submitted in writing by May 31, 2024. **After May 31, 2024, the Tuition Refund Protection Plan is invoked, since tuition/fee contracts are for the full academic school year.**

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. Tuition Refund Protection is non-refundable. Parents are legally obligated to pay NCA for the full year's tuition and fees should a student withdraw, limited only by the Tuition Refund Plan's parameters.

Student withdrawals, before or after May 31, 2024, whether prior to the first day of school or during the school year, for new or returning students, must be submitted in writing to NCA's Business Office. **Please contact Nichole Blair (nichole.blair@northsidecharlotte.com)** to receive a copy of the withdrawal form. Supporting documentation for student withdrawals requesting tuition adjustments covered under the Tuition Refund Plan is required. Tuition adjustments will not be made for withdrawals for yearly payers who opt out of Tuition Refund Plan.

No refund or tuition adjustment will be made for withdrawals between June 1, 2024 and the first day of school without documentation of withdrawal eligibility covered by the Tuition Refund Plan.

**Additionally, there are no refunds in the case of student expulsion.**

Refunds and adjustments will be made in accordance with the Tuition Refund Plan, if applicable, but school records and report cards will not be released until all school financial obligations are met.

## ▶ PAYMENT OPTIONS

Students may not attend NCA until a payment plan is implemented, either annual or monthly through automated bank drafts. Transfer students enrolling after February 1st must pay the remainder of the year in one payment. Annual and monthly plans will be made available for the next school year. Changes to your initial pay plan choice incur a \$25 fee.

**ANNUAL PLAN:** Single Payments to the Academy for family's entire year's tuition and resource fees is due by June 15, 2024 with a 1% tuition discount. Annual Plan families paying after June 15, 2024 or by MasterCard, Visa or Discover credit card payments forfeit the 1% yearly tuition discount. Discount does not apply to registration or fees. Annual payers whose tuition/fees are not paid by June 30, 2024 must pay a \$30 Pay Plan Change Fee and set up monthly drafts through FACTS Management. Checks may either be dropped off or mailed to the NCA Business Office, located in the Church Office though not qualifying for the 1% discount. Visa and MasterCard Payments may be made at the Church office with a 4% credit card fee.

## ▶ PAYMENT OPTIONS CONTINUED

**Monthly Plan:** NCA utilizes FACTS Management Co. for its Monthly Payment Plan for a minimal cost to parents of \$55 per year. Families authorize automatic drafts of tuition and resource fees from a checking or savings account to FACTS Management on a designated day each month, beginning July 2024 and ending April 30, 2025. NCA or FACTS have no knowledge of bank account balances at any time.

First-time families using FACTS are given instructions for completing an Automatic Tuition Agreement through E-Cashier, FACTS secure website. New Students drafts are to be set up immediately upon completing the enrollment process. FACTS \$55 yearly administration fee is drafted from your bank account. **Two payments are required prior to the start of school.**

For consecutive years using FACTS, NCA's Business Office electronically re-enrolls parents at the new tuition rates. If banking information changes, please provide NCA's Business Office with a voided check from the new account. The FACTS \$55 yearly administration fee will be drafted from your bank account.

Monthly Plan families whose tuition payment (or reattempt of a missed tuition payment) is returned unpaid will be assessed a \$30 NSF fee by FACTS for each occurrence. FACTS will reattempt collection for missed payments to FACTS. If two or more are missed or delayed, the entire year's tuition and fees are required within ten days or the student will be asked to withdraw from NCA.

NCA reserves the right to terminate, amend or not renew a student's enrollment contract if the school concludes that the actions of the student, parent, or guardian interferes with the school's accomplishment of its spiritual, educational, or financial responsibilities.

**FACTS Peace of Mind Tuition Protection Program:** This voluntary plan is available through FACTS Management to monthly plan families for a minimal, non-refundable annual fee per agreement. The Peace of Mind program is designed to assist families should the person paying tuition, or that person's spouse, die during the school year. If you would like further information please contact FACTS Management Co. at 800-624-7092, regarding the program, or for age and pre-existing medical condition limitations.

### Other Information:

- Admission charged for post season (state playoff) athletic events
- Late charge will be assessed against all past due accounts
- Withdrawal policy will be followed as stated in the Tuition Financial Policy & Contract and Parent-Student Handbook. (No contract cancellations accepted after May 31, 2024)
- Annual payments must be made by cash, check or debit card (Business Office only). Credit card payments at the Business Office forfeit the 1% discount. (NCA pays credit card merchants over 4% on credit card payments)
- Cost of field trips and out-of-town trips are not included in tuition costs (with the exception of TVR)
- Senior, Junior and Sophomore trips - dates and cost to be announced
- Private music lessons are available - contact Fine Arts Department Director
- Costs of lunches are not included in tuition costs
- Costs of before and after school care are not included in tuition costs
- Costs of school uniforms are not covered in the tuition costs
- Some high school courses require an additional class or lab fee
- Athletic participation fees are required for middle school, junior varsity, and varsity sports participants. Proof of health insurance is required
- Students not re-enrolled for the next year may not participate in spring cheerleading tryouts, or summer athletic programs.

**Account Status:** As part of Northside Christian Academy's continual efforts to teach our students responsibility and good stewardship, students may not re-enroll, nor will report cards or transcripts be released if a student's account is in arrears, if there are lost books, damage fees, lunch fees or any incidental fee outstanding. This policy is set forth in the Parent-Student Handbook.