

## Financial Admissions Policy

1. All new applicants will submit a non-refundable application fee that is due with receipt of your application. An application will be considered **incomplete** without an application fee.
2. When admission is granted, or for Re-Enrollment, all fees (Registration, FACTS Fee, etc.) and financial paperwork must be received (along with other requested documents) before enrollment is achieved.
3. All tuitions are considered to be paid in full and **due by to July 1<sup>st</sup>**. If you are unable to meet this deadline you must choose the FACTS method of monthly payments.
4. For families choosing to finance tuition over 10 months, a **FACTS Management fee of \$41** is required and made payable to FBA for those using this service and is due at the time of FACTS enrollment/or re-enrollment. Each family choosing to finance tuition must complete FACTS enrollment on-line at [www.factsmgt.com](http://www.factsmgt.com) before enrollment can be completed. Returning families already enrolled with FACTS will be enrolled electronically by the Business Office.
5. Tuition collection for 10 payments begins in July with the final payment due in April.
6. You may choose either the 5<sup>th</sup> or the 20<sup>th</sup> as your debit date with FACTS. Changes to your FACTS Management account must be submitted to the Business Office (596-8600 X 256) at least five days prior to your debit date. Missed payments result in a *\$25.00 missed payment fee* from FACTS management.
7. FBA will prorate tuition beginning in September for students who enroll after August 31<sup>st</sup>. Proration is for half month or full month, not by the day.
8. Delinquent accounts may result in the withholding of grades, test scores, or release of such school records. Student dismissal may occur if delinquent accounts are 60 days past due, and records will not be transferred until all obligations have been met.
9. There are NO discounts for multiple children enrolled at FBA.

## Fees

1. **Application Fee**-is due at the time of application. This fee is transferable to the next enrollment year if entrance is denied due to class size limits in a grade. This fee is non-refundable.
2. **Registration Fee**-This annual fee per student is due at the time of re-enrollment for current students or at the time of enrollment for new students. This fee is non-refundable.
3. **FACTS Fee**- One per family of \$41 made payable to FBA for those choosing to finance tuition over 10 months using the FACTS option.
4. **High School Only**-Textbooks will be purchased by each high school student through MBS, the FBA on-line bookstore.
5. **Miscellaneous Fees**-Any fees not listed below such as activity/sports fees, Extended Care Fees, Field Trip fee, uniform purchases, lunch fees, graduation fees, etc. will be the responsibility of the parent/guardian.

<b>Application Fee</b>	<b>\$50</b>	<b>NSF Check Fee</b>	<b>\$25</b>
<b>Registration Fee</b>	<b>\$200</b>	<b>FACTS Missed Payment Fee</b>	<b>\$25</b>
<b>FACTS Fee</b>	<b>\$41</b>	<b>Extended Care Late Fee</b>	<b>\$10</b>

### **Extended Care**

Extended Care requires pre-registration and an obligation to pay a **weekly minimum of \$45 per week**. You will be **billed at the close of each month for the weeks used and at \$6.00/hour per child above the three day minimum**. Any outstanding Extended Care invoices will be referred to the School Administration for immediate action and will result in a loss of Extended Care privileges until invoices have been paid (see #8 above). **Late fees will be \$10 for each billing cycle past the due date of the invoice**. Your payment must be in the Business Office by the due date. We suggest mailing your payments instead of sending them in with your child to avoid processing delays and late fees. Please contact the Business Office to arrange for the convenience of e-mail billing. You may pay your Extended Care Bill by credit card on-line by going to [www.fbalions.org](http://www.fbalions.org) to the Parent Connection.

### **Lunch Program**

School Lunch is provided by the FBCN Food Service Department. The cost of a single lunch is \$3.75 and checks are made payable to **FBCN** for deposit on account or you may go to [www.fbalions.org](http://www.fbalions.org) to check your child's lunch balance or to add funds during the year. Your child will receive a lunch card from Food Service. In the event your child loses or misplaces the card, a replacement card can be purchased for \$5.00. If your child goes into the negative with his/her balance, a late notice will be sent home to you via your child (or you may check the website noted above). If your child reaches a \$10.00 negative balance, our system will offer your child an alternative lunch of a sandwich, chips and milk at a cost of \$1.00. Your child will not be able to buy "side" items or a regular lunch until there is sufficient money in the account to cover the cost. As in the case of withdrawal or graduation, all money remaining in your lunch account will be refunded by contacting the Food Service Department.

### **Financial Aid**

**Financial Aid is available to all qualified students who are enrolled First Baptist Academy in grades Kindergarten through 12<sup>th</sup> Grade** subject to the availability of funds. **Financial Aid is not offered for preschool**. Financial Aid is based on income vs. tuition costs per family and the maximum amount of aid given is 50% of your tuition costs. To apply for aid, each family must complete an application from FACTS Grant & Aid Assessment either on-line at [www.factstuitionaid.com](http://www.factstuitionaid.com) or obtain an application from the Business Office. The application process will begin January 19, 2009, after reenrollment completion for returning students and February 1, 2009 for new applicants. **The deadline to apply for Financial Aid is April 3, 2009**. Distribution of awards will begin May 1, 2009. FACTS will verify your income using your 2008 Federal Income Tax Return and in some cases the W-2 form, so please have them ready to submit when applying to FACTS. As a guideline, any family will qualify for aid if your tuition costs exceed 10% of your net income.

A second grant program, The *Kingdom Education Partnership Scholarship* has been established for faithful *First Baptist Church Members* who qualify for additional aid above Financial Aid. You must apply for Financial Aid through FACTS before applying for this scholarship. Criteria for the Partnership Scholarship are financial need; church membership; 10% tithing to FBCN; BLG membership; and serving the body at FBCN. Other opportunities for hardship aid may be discussed with the Business Office. Please contact the Business Office for applications for these Financial Aid opportunities.