





## TCCES 2011-12

# Tuition Information & Related Procedures

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Tuition is due in full by June 30<sup>th</sup>. Tuition for Seniors at SMC must be paid in full by their graduation date. For billing and re-fund purposes, the school year is divided into 10 months, August through May.

### **Tuition Payments**

TCCES offers two tuition payment options:

1. Families can pay in full upfront  
To pay in full upfront, the tuition balance is due in full via cash or check by 8/01/11 (or 30 days after registration for new families). If you choose this plan, your tuition statement will be mailed to you in July for payment.
2. Families can choose to make monthly payments  
TCCES uses an ACH direct withdrawal payment plan. Families arrange for monthly payments via direct checking or savings account withdrawals. Families may choose to extend payments for up to 12 months (July-June) in order to lower their monthly payment amount.

Each family is responsible for making arrangements to either pay in full upfront or to enroll in a payment plan.

### **Tuition Assistance**

There is no tuition assistance, scholarships or financial aid for Preschool, Pre-Kindergarten or Half-day Kindergarten.

### **Tuition Credit Fundraisers**

Each school year TCCES has five fundraisers that families can participate in to earn credit towards their tuition.

- Scrip (all year round)
- Market Day (all school year)
- Sally Foster sale (Fall)
- Sale to be determined (Fall)
- Plant sale (Spring)

Fundraising credits are calculated on a quarterly basis. The credits are typically applied to tuition accounts in the middle of the following quarter. The quarters are:

- 1st quarter = July, August, September
- 2nd quarter = October, November, December
- 3rd quarter = January, February, March
- 4th quarter = April, May, June

Once a family has paid their tuition fees for the year in full, any credits from fundraising or Scrip will be forwarded to next year's (or next child's) tuition. In the event that no additional children are registered in the TCCES schools for that family, the fundraising credits will be posted to the TCCES Tuition Assistance Fund.

### **Family Fundraising**

Each TCCES school can hold one fundraiser or fundraising event to raise money for their school each year. The Jumbo Gumbo was designed to be one grand fundraising event to benefit all five schools. Jumbo Gumbo is now the only TCCES fundraiser used to fund operational costs for all five schools.

Each family with students in K-12 will be assessed a \$100 TCCES Family Fundraising Fee. Credit towards this fee can be earned by buying or selling \$100 or more in Jumbo Gumbo tickets or by donating \$100 or more to the TCCES Annual Fund.

### **Tuition Refunds**

If a student withdraws or is asked to leave a TCCES school, the following guidelines will be used:

1. If paying on a monthly basis, there will be no refund of the initial payment, regardless of the number of days a student is in class.
2. Tuition will be prorated through the end of the month of withdrawal. For example, if a student withdraws on October 2nd, tuition would be prorated for 3 months (August-October) and the refund would be for 7 months (November-May).
3. Final decisions are reserved to the TCCES President.

**Please direct all tuition related questions and inquiries to:**

**TCCES Business Office  
1050 Zephyr Drive  
Neenah, WI 54956  
(920) 967-0021 ext. 851**