

ARROW CHRISTIAN ACADEMY 2020/2021 FINANCIAL POLICIES

APPLICATION, REGISTRATION, TUITION & FEES

- **APPLICATION & REGISTRATION FEES** are **NON-REFUNDABLE**:
 - Payment is due and payable at online application & registration
 - \$150 per student, if paid at application between Open Enrollment through 6/1/20
 - \$200 per student, if paid at application after 6/1/20
- **TUITION**:
 - \$50.00 per class Tuition Deposit is payable at the time of online application & registration.
 - Tuition Payment Options:
 - 1) Annual Payment:
 - a. Discounted price for Annual Payment
 - b. Payment in full (less the deposit) must be paid by June 1, 2020
 - 2) Monthly Payments:
 - a. 9 monthly payments (not including the deposit)
 - b. Monthly payments begin June 1, 2020 through February 1, 2021.
 - 3) ACA will provide you with an invoice, via email, through Intuit stating your tuition and fees and payment due dates.
 - 4) If by June 10, 2020, you have not paid either the June 1st full annual payment or the June 1st monthly payment, your student may be removed from all classes. If you later make the June 1st payment, your student may re-enter the class only if it still has openings.
- **LAB/SUPPLY FEES**:
 - All lab and supply fees are due and payable at online application and registration.
 - Lab/supply fees are NON-REFUNDABLE for class withdrawals/changes made AFTER June 1, 2020

CHANGE ORDERS, DROP FEES & LATE FEES

- **Change Orders**:
 - After online registration, to change a class, you must submit the online request form with a change fee in the amount of \$20 per change request/per student.
- **Dropped Classes**:
 - To drop a class, you must submit an online request form.
 - Requests submitted before July 15, 2020, incur a fee in the amount of 10% of the class tuition.
 - If the class tuition is paid in full by July 15, 2020, you will receive a refund of 90% of the tuition.
 - If you have made monthly payments in addition to the deposit, you will receive a refund of the amounts paid less the drop fee; 10% of the class tuition.
 - *No refund is provided for classes dropped after July 15, 2020. You will be billed in full for Tuition and Fees and payment will be expected in full at the time of your drop.*
- **Late Fees**:
 - Payment for invoices is considered late after the 10th of the month and invoices will incur a \$25.00 late fee every month it is late.

ONLINE APPLICATION & REGISTRATION PAYMENT OPTIONS

- **Payments**:
 - ACH DEBIT: The ACH payment option is available during the online application & registration. This payment method requires a checking or savings account. There are NO FEES for the ACH debit feature.
 - Credit Card Payments: A \$20.00 convenience fee is charged at online application & registration when paying by Credit Card. After you receive your final invoice, via email, you can choose to continue using a Credit Card, however the convenience fee on your invoice will be adjusted to 3% of the total invoice or a minimum of the \$20.00 paid at the initial registration, whichever is higher. If you use a credit card at registration then choose to pay the remaining balance with ACH debit, your \$20 convenience fee paid at registration will not be refunded.