

HERITAGE CHRISTIAN SCHOOL

February 1, 2018

Dear HCS Parents,

Thank you for your commitment to Heritage Christian School. As you may know, our school wide theme for this school year is, "Seeking God's Righteousness" (Matthew 6:33). This passage is a great reminder that our Heavenly Father knows exactly what we need and that in His timing, He will provide exactly what we need. Our main responsibility is to keep the most important thing, seeking God's righteousness, the most important thing!

We are so excited that after the Accreditation Visitation Committee visit in March, we will be one of the very few fully accredited Preschool through High School programs in Southern California. Also, we have been working hard and trusting God for His guidance and direction about establishing a long-term campus; however, for the 2018-2019 school year our Preschool through Sixth Grades will remain at Reverence Bible Church and our Seventh through Twelfth Grades will remain at Arbor Christian Fellowship. In a few weeks, we plan to announce and update you regarding our long-term plans beginning in September of 2019. Remember, we need to trust God's timing!

Enclosed is your 2018-2019 Re-Enrollment Packet which includes the new Tuition and Fees schedule. You will notice that the Registration Fee has remained the same (\$350) and there is a modest increase in tuition rates, which will help offset the rising costs of fixed expenses, supplies and materials, and the important need to fairly compensate teachers and staff. As a fully accredited school, we are committed to providing quality Christian Education that is affordable.

In keeping with tradition and our commitment to our current families, our HCS families will be given top priority in the registration process. Re-enrollment dates for current families will be; Thursday, February 1 through Friday, February 9, 2018. Current families who register during this time frame will receive a discounted Registration Fee of \$200 (normally \$350) per student. To receive the discounted registration rate, please complete the Re-Enrollment Agreement Form and submit to the school office on or before Friday, February 9, 2018. Open enrollment for new families will begin on Monday, February 12th and available classroom roster spots will be designated to new families. Please note that we are currently experiencing a great number of prospective families that are touring and expressing interest in our school, so please be sure to secure your child's spot on next year's class rosters as soon as possible!

Again, thank you for your commitment to Heritage Christian School!

Love makes all the difference,



George Gay, MAED
Principal, Heritage Christian School



HERITAGE CHRISTIAN SCHOOL

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...I will make your faithfulness known through all generations Psalm 89:1

2018 – 2019 Tuition & Fees Schedules

Kindergarten – 8th Grade

Registration Fee	\$350 for oldest student, \$250 for each sibling— non-refundable , due upon enrollment. **Returning Families—Enroll by February 9, 2018 and pay only \$200 per student**
Book/Materials Fee	\$350 per student— non-refundable , due by June 1, 2018 or upon enrollment thereafter.
Annual Tuition K – 6 th Grade 7 th – 8 th Grade	\$8,524 per student*—see Enrollment Agreement for payment options. \$9,033 per student*—see Enrollment Agreement for payment options.
Gift Card Requirement	\$300 per family—see Gift Card Participation Requirements for guidelines.

High School- 9th and 12th Grade

Registration Fee	\$350 for oldest student, \$250 for each sibling— non-refundable , due upon enrollment. **Returning Families—Enroll by February 9, 2018 and pay only \$200 per student**
Materials Fee	\$350 per student— non-refundable , due by June 1, 2018 or upon enrollment thereafter.
Annual Tuition	\$9,914 per student*—see Enrollment Agreement for payment options.
Gift Card Requirement	\$300 per family— see Gift Card Participation Requirements for guidelines.

Heritage Harbor (Before & After School Care) Rates

Before School	\$60 per student, per month—7:00 am–8:30 am
After School	\$150 per student, per month—3:00 pm – 6:00 pm
Before & After School	\$190 per student, per month—7:00 - 8:30 am, 3:00 – 6:00 pm
Occasional Use	\$20 per any part of an hour, per student

*A 10% sibling discount will be given beginning with 2nd oldest sibling's tuition amount.

*A 5% discount will be given if yearly tuition is paid in full by 7/1/18.

Mandatory Gift Card Program

The Gift Card Program (sometimes referred to as Scrip Program) is a very important fundraiser for our school. Here's how it works: Certain vendors (grocery stores, gas stations, restaurants, department stores, etc.) agree to give a certain percentage of each gift card purchased from HCS back to HCS (percentages vary and are listed next to the vendor name on the order form). So, you purchase gift cards through HCS at face value and the vendors donate a percentage of that face value to HCS.

All Kindergarten - 12th grade families are required to earn \$300 per school year (\$150 July 1-December 31, 2018 and \$150 January 1, 2019 - June 30, 2019). This means you must purchase the amount of gift cards that would **NET** HCS \$300 annually. For example, if you purchase a \$100 Macys gift card, Macys donates 10% (which translates to \$10.00) back to HCS. This \$10 donation will go towards your \$300 requirement.

At the end of each six-month period, you will receive a statement indicating how much you have earned in that period and if it is short the \$150 required that period, then the balance will be billed to your school account and will be due as indicated on your invoice. If you exceed the \$300 annual requirement, for every gift card purchased, HCS will split the percentage donated with you. Using the same Macys example above, of the \$10.00 earned, HCS would receive \$5.00 and your family would receive \$5.00 to be used as a credit on your school account. Families can choose to "opt-out" of purchasing gift cards and instead pay the \$300 fee in one lump sum (please indicate this in the appropriate section of your Enrollment Agreement).

You can place an order using the order forms found in the school office or on our website. HCS will place orders with the gift card distributor on Mondays at 8:30 am. All orders and accompanying payment received by that time will be available for pick-up in the school office on Friday of that same week.

HERITAGE CHRISTIAN SCHOOL

The logo for Heritage Christian School is positioned in the top left corner. It consists of the words "HERITAGE" and "CHRISTIAN SCHOOL" in a white, serif font, stacked vertically. A large, red, stylized cross is superimposed over the text. To the right of the text, there is a photograph of a red Bible with "HOLY BIBLE" embossed on the cover, a silver rosary, and a portion of a red and white striped American flag.

Please feel encouraged to contact the school office for more information, questions, or further clarification of this requirement.

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2018 – 2019 Re-Enrollment Agreement

Date:

Student Information

K-12th Student(s) Name: _____ Grade 2018-2019: _____ Date of Birth: _____
 K-12th Student(s) Name: _____ Grade 2018-2019: _____ Date of Birth: _____
 K-12th Student(s) Name: _____ Grade 2018-2019: _____ Date of Birth: _____

E-Mail Address to be used for Billing:

Parent Information

Mother/Guardian: _____ Resides with Student? Y N Financially Responsible? Y N

Address:

Home Phone: _____ Cell Phone: _____ E-Mail: _____

Father/Guardian: _____ Resides with Student? Y N Financially Responsible? Y N

Address:

Home Phone: _____ Cell Phone: _____ E-Mail: _____

Financial Information

Heritage Christian School is a non-profit organization and the budget is projected solely on the basis of the tuition, fees and gifts of the parents. As such, I/we agree to the following financial terms and conditions:

1. **Enrollment Fees**—I/We agree to pay the following annual Enrollment Fees for the 2018-2019 school year:

Registration Fee—Due with Enrollment Agreement

K – 8 th grade	\$350/yr. oldest student, \$250/yr. each sibling
	Enroll by February 9, 2018 and pay only \$200 per student
High School (9 th - 12 th)	\$350 per student
	Enroll by February 9, 2018 and pay only \$200 per student

Book/Materials Fee—Due June 1, 2018

K – 8 th grade	\$350 per student
High School (9 th - 12 th)	\$350 per student

Initials

2. **Tuition**

K – 6 th grade	\$8,524
7 th – 8 th grade	\$9,033
High School (9 th - 12 th)	\$9,914

**For multiple students, calculate the oldest student's tuition at full price and each additional sibling's tuition at 10% less than the amounts indicated above.

I/We agree to pay the annual tuition of \$ _____ in the following manner:

Payment in full (subtract 5% from annual tuition if payment is received by July 1, 2018)

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- 10-month payment plan (September 1, 2018 – June 1, 2019)

_____ per month (divide annual tuition amount by 10)

- We have applied for Financial Assistance (once decision is made a Custom Enrollment Agreement will be sent and must be returned to secure enrollment)

_____ Initials

3. Required Gift Card Participation—I/We have read the Gift Card Participation Requirements and understand that we are required to **earn** \$300 annually by purchasing the amount of gift cards that would **net** HCS \$300. I/We understand that we can opt-out of purchasing Gift Cards by checking the box below: _____ Initials

- I/We would like to opt-out of purchasing Gift Cards and therefore will pay the \$300 required contribution in one lump sum by September 1, 2018.

4. Heritage Harbor (before and after school care)—If your student(s) will require before or after school care, please indicate below. I/we agree to pay the following monthly charges beginning September 1, 2018 and each consecutive month thereafter while care is utilized during the 2018-2019 school year:

- | | | |
|--|-------------------|---|
| <input type="checkbox"/> Before school | 7:00 AM - 8:30 AM | \$60 per month, per student |
| <input type="checkbox"/> After school | 3:00 PM - 6:00 PM | \$150 per month, per student |
| <input type="checkbox"/> Before and After school | | \$190 per month, per student |
| <input type="checkbox"/> Occasional Use | | \$20 per any part of an hour, per student |
- _____ Initials

5. Absences/School Closures—I/We understand that tuition is due in full regardless of absences or school closures (please refer to School Calendar). _____ Initials

6. Holiday Day Care—I/We understand that HCS is closed for certain holidays throughout the school year (please refer School Calendar) and that when Holiday Day Care is offered, there will be an additional charge of \$50 per day and pre-registration and pre-payment is required. No drop-ins will be allowed. _____ Initials

7. Delinquent Accounts—I/We understand that payments received after the 5th of each month will be considered late and are subject to a \$50 late fee. Any account, which becomes thirty days delinquent from the first of each month, will result in the suspension of services until the account is paid in full. All accounts and obligations to the school must be satisfied before a student can be re-enrolled for the next school year. _____ Initials

8. Returned Checks Fees—I/We understand that if a check is returned to HCS by the bank for any reason, your account will be charged a \$25 returned check fee. If more than three checks are returned during any given school year, you will be required to make payments by cash, cashier's check or credit card only. _____ Initials

9. Early Withdrawal—I/We understand that enrollment to HCS is an annual commitment. In the case where withdrawal before the end of the academic school year is necessary, the following policies will apply:

- You must notify the school office in writing if you plan to withdraw your child(ren). Your child(ren) will be considered enrolled and you will be responsible for tuition until this notice has been turned in.
- You will be responsible for the full month's tuition for any month or any part of a month in which your child(ren) are enrolled in school.
- Any prepaid tuition will be prorated and a refund given provided all other fees and accounts are paid in full.

_____ Initials

We have read all of the above information and are in full agreement with all terms and conditions.

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Parent/Guardian Signature: _____

Date: _____

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Parent/Guardian Signature: _____

Date: _____

If more than one parent/guardian is financially responsible for enrolled student(s), both must sign this agreement.

ANY ITEMS NOT FILLED IN COMPLETELY OR INITIALED, WILL DELAY THE ENROLLMENT PROCESS.



Recurring Credit Card Authorization Form (Optional)

Tuition can be automatically debited from your credit card each month. However, there is a 3% transaction fee for this service. If you opt for this automatic credit card deduction, please complete the following information:

I, _____, authorize Heritage Christian School to debit the Visa, Mastercard, or American Express listed below on or around the first of every month in accordance with my tuition payment schedule for _____, detailed in my Enrollment Agreement:
(Child's Name)

Agreement:

Monthly Tuition	\$
Monthly Extended Care Fees	\$
3% Credit Card Transaction Fee	\$
*Total Monthly Debit	\$

*If there are drop-in Extended Care fees added to your account during any month, these will be debited to your credit card as well.

Name on Card:

Billing Address:

Card Number:

Expiration Date:

CCV (3-digit) code:

Additional Charges I would like automatically debited from my credit card:

Registration Fee \$ Date to debit upon enrollment

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Book/Materials Fee \$

Date to debit

due by June 1, 2018 or upon enrollment

Gift Card Opt Out \$

Date to debit

due by September 1, 2018 or upon enrollment

Signature:

Date: