

Northland Lutheran High School

Tuition Payment Agreement

TUITION

The Northland Lutheran High School Association sets the tuition rate and other fees annually. This is usually done at the Association's meeting in April. Parents of students currently enrolled will be notified by letter after the April meeting of any changes to go into effect for the next school term. Tuition rates and fees will also be given in the annual publication of the *Student Handbook*.

In order for students to enroll for a new school year, all expenses from the previous year must be paid in full. No diploma, final report card, or transcript of credits shall be given unless tuition, fees, class dues, fines and other assessments are paid in full.

Payment Plan

Each parent or guardian is responsible for the payment of tuition and fees. There is a different tuition rate for members of Associated Congregations who regularly support the ministry of Northland Lutheran High School. All educational fees are due at registration. Three basic plans are available to make tuition payments to the school.

NLHS Tuition and Fees Policy

INTRODUCTION

We believe that our tuition payments are an investment in your child's educational and spiritual development. Therefore, the NLHS Board of Directors accepts responsibility for creating policies concerning the amount of tuition, the manner of payment, and, in general, the development of policy in this area of concern. Furthermore, it is the responsibility of the Board to insure that adequate financial resources are available for the school and that enrollment is as available and affordable as possible to all families.

LATE PAYMENT

It shall be the responsibility of each school family to keep the School Office and Principal informed of their need to make any changes in their preferred tuition payment plan or adjustments in the amount of tuition expected to be paid. Without such information, the following policy will apply when tuition payments are received late.

1. At 30 days past due, a statement will be mailed giving the status of the account and urging payment.
2. At 45 days past due, a phone call will be made by the Principal to discuss the problem with the parents and alert them that nonpayment could result in disqualifying their student from attendance.
3. If a resolution to the matter is not reached by 60 days past due, the student will be placed on a 3-day suspension, during which time the matter must be resolved
4. If by the end of the three-day suspension the matter is not resolved, parents will be contacted by the principal and will be informed that their student(s) enrollment will be terminated. At this point the account would be turned over to a collection agency.
5. Students with past due accounts from a previous school year will not be permitted to attend Northland in the new school year until all past due amounts are paid in full.
6. Seniors whose accounts are not paid in full prior to graduation will not be permitted to participate in graduation exercise or receive their diplomas.
7. For student(s) no longer attending Northland, student records will not be transferred until accounts are paid in full.

Northland Lutheran High School Tuition Payment Agreement

I have read the attached *Tuition and Fees Policy* and realize the school relies upon my regular and prompt payment in order to continue in it's ministry. I have chosen the checked option for payment:

Plan 1 - Full Year Plan

Plan 2 - Semester Plan

I agree to make regular payments according to the chosen option and terms.

I also understand that special circumstances sometimes result in regards to ability to pay and that these should be brought to the attention of the principal so that special arrangements might be made.

Signature of Parent or Guardian Responsible For Payment

Date