



2010-11 School Year Tuition & Fees Contract

New Enrollment

I. STUDENT INFORMATION

Name (First & Last) _____ Grade in 2010-11 _____
 Church Membership & Address _____

II. PARENT/GUARDIAN INFORMATION *

** Both parents' signatures required on contract. Both parents are jointly and severally responsible for full tuition payments.*

Father/Guardian Name (first & last) _____
 If Guardian, relation to student _____
 Phone: Home (____) _____ Work (____) _____ Cell (____) _____
 Church Membership & Address _____

Mother/Guardian Name (first & last) _____
 If Guardian, relation to student _____
 Phone: Home (____) _____ Work (____) _____ Cell (____) _____
 Church Membership & Address _____

Billing Address _____

Preferred Email _____

_____ Please send a copy of tuition bill to second party address:

Billing Name (first & last) _____
 Address _____

Relation to Student _____ Preferred Email _____
 Phone: Home (____) _____ Work (____) _____ Cell (____) _____

III. 2010-11 SCHOOL YEAR TUITION—\$8,400 The following Lutheran congregations are full members of the MLHS Association and financially support its ministry with a substantial subsidy to the annual school budget. Students who are members of these congregations receive a \$1,850 tuition discount: St. John's Chaska, Zion Cologne, Emanuel Hamburg, Zion Mayer, Trinity Waconia, & St. Paul's Watertown. The following congregations are affiliated members of the MLHS Association and receive a partial discount on tuition: Our Savior's Excelsior, St. John's Young America & St. Mark's New Germany receive a \$925 discount. St. Peter's Watertown, St. James Howard Lake & St. John's New Germany receive a \$462.50 discount. The discount will be applied to your account upon receipt of the completed Tuition & Fees Contract.

Families may select one of the four payment options listed below. If a method of payment is not selected, option 10 will be used.

- ___ Option 1: *One installment. Payment is due on or before Aug. 1, 2010*
- ___ Option 2: *Two installments. One-half is due on or before Aug. 1, 2010 & one-half Jan. 1, 2011*
- ___ Option 4: *Four installments. Payments are due four times a year on or before Aug. 1, 2010; Nov. 1, 2010; Jan. 1, 2011; & Apr. 1, 2011*
- ___ Option 10: *Monthly payments are due the first of each month starting Aug. 1, 2010 through May 1, 2011*
- ___ Option 12: *Monthly payments are due the first of each month starting Aug. 1, 2010 through July 1, 2011*

For Your Convenience: Quarterly, 10-month, & 12-month plans will be made on an automatic withdrawal program. Information on this program will be mailed once the Business Office receives your signed Tuition & Fees Contract.

IV. APPLICATION & REGISTRATION FEE

- Application Fee—\$100 if paid on or before Feb. 28, 2010; \$200 thereafter.
- Registration Fee—\$495 if paid on or before April 28, 2010; \$595 thereafter. If paid after Aug. 1, 2010 an additional \$50 late fee will apply.

V. TUITION & FEES POLICY

Tuition and fees are to be paid according to the payment plan selected. Late or delinquent payment of tuition can result in

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finances or dismissal from school. Transcripts & diplomas cannot be issued for students with accounts in arrears.

Refunds: The application fee and the registration fee are non-refundable. A written statement is required to withdraw your student from school and also to request a refund of tuition. Tuition refund policy is as follows: withdraw during 1st qtr. -3/4 of tuition; withdraw during 2nd qtr. - 1/2 of tuition; withdraw during 3rd qtr. 1/4 of tuition; withdraw during 4th qtr - no refund.

- An account is overdue if payment is not received by the 1st day of the month. A \$25.00 late fee will be added after the 10th.
- When an account is 30 days overdue, a reminder will be mailed to the home, and a \$25.00 per month service charge will be added.
- When an account is 60 days overdue, another notice will be mailed to the home. This notice will state that, unless the account has been brought up-to-date, within another 30 days, the privilege to attend Lutheran High School will have been forfeited, and the student will not be admitted to classes until the account has been paid **OR** until satisfactory arrangements have been made, **in writing**, with the Executive Committee. (This forfeiture takes place on the 91st overdue day.) An additional \$25 late fee will apply.
- When an account is 91 days overdue, the student may be excluded from classes. A final notice will be sent indicating that the account will be turned over to a collection agency and/or attorney for collection.
- Any student with an unpaid balance from the previous school-year shall forfeit admission for any succeeding school year until the account is paid, or unless a contractual agreement has been made in writing with the Executive Board.
- Any parent with an unpaid balance from any previous year shall forfeit admission of any future student until the past-due account is paid or an arrangement is made with the Executive Board in writing.
- Any senior whose account is overdue on graduation day shall forfeit his/her diploma & transcript processing until the account is paid in full, or satisfactory arrangements have been made in writing with the Executive Board.

VI. OTHER FEES

- Athletic Fee—\$210 per child, per sport; Co-Curricular Fee (other than sports) - \$105 per child, per activity. This fee is due at the time the roster is established and is non-refundable.
- Graduation Fee—\$100 seniors only, due Jan. 1 of the student's senior year and is non-refundable.
- Returned bank item—\$20
- Bus—All bus fees are annual charges, which may be paid by semester—1/2 due Sept. 1, 1/2 due Jan. 1
Annual Bus Fee—both ways \$990; one way \$690; family two way \$1,370
Students may utilize the bus service for a monthly charge of \$170
Emergency Bus Use—\$8 per ride per student
No charge for residents of District #111(Watertown) and \$110 (Waconia)

VII. SIGNATURE

** Both parents/parties must sign or contract will be returned as incomplete.*

I/we have carefully read, fully understand, and will abide by all the terms of this tuition contract. All necessary forms, including this completed and executed contract, must be submitted to complete the enrollment process.

- One signature is required for single parents with sole financial responsibilities.
- Two signatures are required for all other contracts.
- Each signer is jointly and severally responsible for all amounts due under this tuition contract.

Father/Guardian Signature

Date

Mother/Guardian Signature

Date

VIII. ASSOCIATION CONGREGATION MEMBERS ONLY

Members of Association and Affiliate Churches—Please have your pastor sign below acknowledging your church membership.

Pastor Signature

Date

IX. RETURN TO

Mayer Lutheran High School
Attn: Business Office
305 5th St. NE
Mayer, MN 55360
www.lhsmayer.org / (952) 657-2251