

St. Valentine Catholic School

25875 Hope St.

Redford, Michigan 48239

313 533-7149 fax 313 533-3060

2024-2025 Pre-Kindergarten Registration, Tuition & Refund Policy

Overview of Programs

Three-year old program

- Begins after Labor Day and continues through late May 2025.
- Child must be at least 3 years old on or before September 1, 2024.
- Program hours: Monday, Wednesday, Friday mornings from 8:00 am to 11:15 am.

Pre-Kindergarten Four-year old program

- Begins after Labor Day and continues through late May 2025.
- Child **must be** at least 4 years old on or before September 1, 2024.
- Program hours:
 - Option A - Monday through Friday, **half day every day**, 8:00 am to 11:15 am.
 - Option B - Monday through Friday, **full day every day**, 8:00 am to 3:15 pm.

After-school care is available for a limited number of full day 4-year-old students.

Registration Fee and Tuition Rates

Registration Fee (per family): \$150.00 if registered by April 1, 2024.

\$200.00 if registered by June 1, 2024.

\$300.00 if registered after June 1, 2024.

- **The Registration Fee is non-refundable and does not apply to tuition.**

Tuition per child:

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| <ul style="list-style-type: none">• 3-year-old program (3 half days) = \$2,100.00 (\$210.00 10-month plan)• PreK 4-year-old half day program = \$3,600.00 (\$360.00 10-month plan)• PreK 4-year-old full day program = \$4,500.00 (\$450.00 10-month plan) |
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Tuition Payment

- Payment of tuition will be handled through the **FACTS PROGRAM**.
- All families will enroll with the **FACTS PROGRAM** and pay the applicable fees based on the payment plan selected through **FACTS**.
 - Payment in full = **\$25 FACTS fee (incidental billing included)**
 - Two payments July & December = **\$25 FACTS fee (incidental billing included)**
 - Ten-month payment plan, July thru April = **\$55 FACTS fee (incidental billing included)**
- **Late registrations** will be required to enroll with **FACTS** as soon as possible and complete tuition payments **no later than May 5, 2025**.

Other Fees

Fees for activities, field trips, the lunch program, class trips, etc. are voluntary or class specific.

Collections and Delinquent Accounts

We strongly encourage families to discuss any financial concerns with the school administrator.

Tuition accounts must be current for families to register for the following year unless prior arrangements have been made with the school administrator.

Delinquent accounts (including Kids' Club balances) are subject to one or more of the following:

- Assessing late fee/fee for insufficient funds (**\$30 through FACTS**).
- FACTS Family Portal block.
- Withholding of student Report Cards or Progress Reports.
- Withholding of students from school or class participation, sports, or school activities.
- Withholding of transcripts of year-end student records.
- Use of collection agency if necessary.

Refund Policy

The Registration Fee is non-refundable unless unusual circumstances are approved by the administrator at the time of registration.

Student withdrawal before the academic year ends **does not cancel the obligation to pay** the tuition commitment made at the time of registration and agreed upon by signing the tuition contract at enrollment in FACTS. Any such withdrawal would result in a refund **only if payments began in July and have exceeded the suggested schedule:**

- Withdrawal prior to August 15, 2024 = refund of tuition paid.
- Withdrawal in the first trimester = refund of amount paid exceeding one third of the tuition rate.
- Withdrawal in the second trimester = refund of amount paid exceeding two thirds of the tuition rate.
- Withdrawal in the third trimester = no refund.

Contact Information

To discuss these rates and policies please contact the school office or the parish office as follows:

Mrs. Rachel Damuth, Principal 313 533-7149 School address – 25875 Hope St., Redford, MI 48239

Fr. Socorro Fernandes, SAC, Pastor 313 532-4394 Parish address- 25881 Dow St., Redford, MI 48239