

Roncalli Tuition Payment Policy

Roncalli High School makes every effort to provide an affordable, quality, Christ-centered education to our students. The success of our school hinges on the commitment of families to make a Catholic education a financial priority, be involved in their child's education, and to make their tuition payments on a timely basis.

Roncalli High School relies upon tuition payments to provide educational programs within the Board of Directors approved budget each year. Therefore, when tuition becomes delinquent it can quickly become a serious matter.

By enrolling in the Blackbaud Tuition Management System, parents agree they have read and understood the tuition, fees and policies and agree to make all payments by the stated due date.

Roncalli High School has adopted the following tuition collection policies:

1. All families must set up a Blackbaud Tuition Management account. Roncalli pays the fee for this service. Families choosing to pay their tuition and textbook fee in full by July 10 will receive a discount on tuition.
2. Only one Blackbaud Tuition Management account is permitted per family. In cases where both the custodial and non-custodial parent(s) are both responsible for educational costs of the student, payment arrangements must be worked out between the parents.
3. Payments are due the tenth of the month, beginning in July. There is a nine day grace period from the tenth of the month, after which a non-refundable late fee will be assessed by Blackbaud Tuition Management for any unpaid balance.
4. The July 10th tuition payment must be paid in full before the start of school. ***Failure to make the July payment could result in the student's ability to begin school.***
5. **Tuition is nonrefundable once a student begins a given quarter. If a student withdraws for any reason after the start of a quarter, the family is responsible for that quarter's full tuition.** All registration deposits are nonrefundable.
6. Roncalli's Business Office and Blackbaud Tuition Management monitor all student related payments. In the event payments are not in compliance with the payment option selected by the family, the Business Office will contact the family and attempt to ensure compliance.
7. If a student has an outstanding balance, and there is no resolution via a written payment plan agreement with the Business Office, the student may be withdrawn from school. This may also result in the student not being allowed to take semester examinations, report cards being held, denial of participation in graduation-related activities and/or diplomas not being awarded.
8. If, after a reasonable amount of time and effort, there are remaining balances due Roncalli High School and no separate written agreement has been reached for the past due amounts, the Business Office is required to send the unpaid account of the family to a collections attorney of the school's choosing for full restitution including all costs of collections, interest and attorneys' fees.
9. If unforeseen financial circumstances arise, or if a timely payment of tuition may be an issue, it is important to speak to the Business Office (in advance of missing any payments), to discuss whether alternate payment arrangements might be made. Roncalli understands that unexpected situations can and do arise and we strive to work with families provided such matters are discussed in advance of any missed payments.
10. If a student withdraws for any reason, the balance due must be paid in full before transcripts will be released to the new school.