

Payment Policy

Registration:

The registration fee and a completed registration form must be received in the St. John Vianney Catholic School office before we can reserve a classroom spot for your child. **The registration fee is non-refundable.**

Tuition:

Tuition will be billed according to the payment plan option that you select at the time of registration.

Monthly payments made by automatic funds transfer (ACH) are scheduled for the 15th of the month through St. John Vianney Catholic School.

Monthly payments paid by cash/check with the \$10 service fee **must be received** no later than the 5th of the month & are payable to St. John Vianney Catholic School.

Late Fee:

Payments must be received by the school no later than the due date. A \$25 late fee will be immediately assessed on any tuition that is past due.

NSF Fee:

A \$30 NSF fee will be charged for any returned check and the returned check must be covered by cash or money order within one week. After the 2nd NSF check on an account, only cash payments will be accepted.

Delinquency:

A late notice will be mailed when a payment is missed. Any account that is two months past due is considered delinquent. **Services will be suspended for any account considered delinquent.** Students will be reinstated when the account has been paid in full.

Tuition Contact Information:

Mr. Tom Pastula/Ms. Jamie Pemberton

www.business@sjvkids.org

810-235-1812

Please see other side. 