



2102 N. 23rd Street, Waco, Texas 76708
Phone: 254.752.8349 Fax: 254.752.8408
www.reicher.org

2012 – 2013 Financial Policy

This serves as the only necessary notification of the Financial Policy of Reicher Catholic High School and no other notification need be served for this policy to be enforced.

1. Tuition is due in full for the year by July 1st.
2. Parents wishing to pay by installments must register with FACTS Service. See FACTS tuition payment information enclosed.
3. If either full payment or installments are paid using a credit or debit card, a 2% convenience fee will be charged per transaction.
4. If parents are selecting electronic transactions for fees and other charges, payments will take place by the 8th of the month. All fees and charges must be paid by May 1st.
5. A fee of \$35 will be charged for insufficient funds at the time of the electronic transaction denial.
6. All tuition and fees must be paid-to-date before students may take semester and final exams.
7. Installment payments become delinquent after the 30th of the month. After the 30th, a \$25 late fee will be charged. An appointment can be made with the Principal for extenuating circumstances.
8. If a student withdraws before the end of the school year, a TERMINATION FEE of \$450.00 is assessed.
9. No grades or transcripts will be released until all financial obligations have been met.
10. To receive the Catholic tuition rate, proof of Catholic Church membership is required.
11. Textbooks are purchased online and **must** be in the hands of the student prior to the start of school.
12. All other fees are to be paid by Cougar Day in August. These fees include Graduation fee for seniors; course fees, AP testing fees, class dues, and the optional Cougar Card(s) and Yearbook fees.
13. Any returned checks must be picked up from the finance office, accompanied by reimbursement in the amount of the check (cash or money order only) and a \$35.00 surcharge for the returned check.

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- We / I have read and agree to follow Reicher's Financial Policy as set forth above, as well as the rules and policies set forth in the Student/Parent Handbook for the 2012-13 school year.

Signature of Parent/Guardian

Date

Name of Student