

## **Tuition and Enrollment Fee Policies**

1. For parents of preschool children choosing monthly payments:
  - Monthly payments must be either through a credit card or automatic bank draft.
  - Ten-month payments are normally from June 1 through March 1. Payment is due on the first of the month.
  - If a student enrolls between June 1 and July 31, then the parents will have their tuition divided into 10 monthly payments. (July 1 through April 1 or August 1 through May 1, depending on the month enrolled.)
  - If a student enrolls between August 1 and August 31, then the parents will have their tuition divided into 9 monthly payments. First payment will be September 1.
  - If a student enrolls after September 1, then the parents will have the month of enrollment prorated by the number of days attending (percentage of the month) and must pay the first month's tuition at the time of enrollment. The remaining months will be based on a 10-month schedule, with the May 1 payment as the last payment.
  
2. For parents of K-12 students choosing monthly payments:
  - Monthly payments must be either through a credit card or automatic bank draft.
  - Twelve-month payments are normally from June 1 through May 1. Payment is due on the first day of the month.
  - If a student enrolls between June 1 and June 30, then the parents will have their tuition divided into 11 monthly payments.
  - If a student enrolls between July 1 and July 31, then the parents will have their tuition divided into 10 monthly payments.
  - If a student enrolls between August 1 and August 31, then the parents will have their tuition divided into 9 monthly payments. First payment will be September 1.
  - If a student enrolls after September 1, then the parents will have the month of enrollment prorated by the number of days attending (percentage of the month) and must pay the first month's tuition at the time of enrollment. The remaining months will be based on a 10-month schedule, with the May 1 payment as the last payment.
  
3. There is no refund of enrollment fees. Exception 1: if a student is rejected for admissions; Exception 2: if the family moves more than 30 miles away from the school.
  
4. Parents of special case students may re-enroll their students at the early discount rate, if enrolled by June 1, due to the difficulty of developing acceptable class schedules.
  
5. Students who withdraw during the year voluntarily will not receive any refund of tuition.
  
6. Students who are requested to dis-enroll or are expelled will not receive any refund of tuition.

7. New families are charged a \$475 enrollment fee. Families who are re-enrolling have until February 16 to re-enroll at the discount rate. Re-enrollment after the discount deadline is the same as the enrollment fee rate for new families.
8. An existing family enrolling a sibling as a new student may pay the discount enrollment fee rate if the student is enrolled by February 16.
9. All outstanding tuition and fees must be paid and all borrowed items (e.g., books and athletic uniforms) returned before final exams may be taken. Also, final record cards for all K-12 grades will not be issued in any situations with outstanding accounts.
10. If family circumstances and income are an issue, parents may apply for financial assistance. Email the Superintendent ([tcampbell@lakelandbaptist.org](mailto:tcampbell@lakelandbaptist.org)) for the Financial Account Reduction Request form.