



101 E Northland Avenue
Appleton, WI 54911
MAIN 920.735.9380
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SCRIP PROGRAM FUTURE FAMILIES

Future families that intend to send their children to Xavier Catholic Schools (XCS) can start to participate in our Scrip program when their child is born.

- a. Any family orders you place and pay for, or any orders placed and paid for by any of your family members or friends will be credited to your family account.
- b. The money accrued in the Scrip account will be held without interest until the child enrolls at XCS.
- c. Scrip accounts will only stay active if the family makes at least 1 purchase during a scrip calendar year (April 1 through March 31).
- d. Scrip accounts deemed inactive will be turned over to the Xavier Scrip program and the account balance will be transferred to Xavier. These funds are not transferable to another family or your church.
- e. Once your child has enrolled at Xavier Catholic Schools, the family needs to contact the Scrip Coordinator so that the scrip credits can be applied to your tuition. The credit will be applied in a lump sum to the next billing month. If the full tuition has been paid prior to the scrip credit being applied, the credit will be applied to additional fees, or carried forward to the next school year.
- f. If you have an active account and a situation arises (family moves, child attends another school, etc.) where your child does not attend the Xavier school system, you can transfer your credit to another Xavier school system family or your Appleton church. If donation is not an option, a check request must be made in writing to the Scrip Coordinator.
- g. Once the future family becomes a Xavier family through confirmed enrollment, the Current Families Program terms apply.
- h. As this program evolves, additional guidelines, regulations, etc. may be identified and implemented at any time



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General Terms and Conditions

St. Francis Xavier Catholic School System (XCS) purchases gift cards at a discounted amount and sells them at it full value. This generates revenue which is split 65/35 with scrip families. 65% of the revenue is posted as a payment (scrip credit) on families' tuition accounts to offset tuition and other fees. There is no cap on this amount. The remaining 35% of the revenue is retained by XCS to offset the cost of the scrip program and to support the educational programs at each campus.

Scrip purchases must be made by cash, check or Presto Pay. The website we use Shop with Scrip offers Presto Pay which is an convenient online payment system. Orders over \$2,500 must be paid for with a cashier's check or cash. Personal checks will not be accepted over \$2,500.

XCS does deliver scrip to our school campuses during the school year. We will hold all cards at the school for pick-up. If you would like your child to bring home your order, you need to sign a permission slip authorizing the release of Scrip cards to them. Orders must be picked up by the 10th day of the month after the order was placed (example: an order placed November 24th needs to be picked up by December 10th). Scrip cards that have been picked up may NOT BE RETURNED.

When writing a check or paying with Presto Pay, an overdraft fee will be charged if your payment is returned for insufficient funds. The return check fee is set by St. Francis Xavier Catholic School System. The Presto Pay overdraft fee is set by Great Lakes Scrip Center, LLC. Participating families will be responsible for payment of the Presto Pay overdraft fee plus the system overdraft fee.

Extraordinary circumstances requiring interpretation of the scrip guidelines will be decided by the then-current coordinator of the Scrip program. St. Francis Xavier Catholic School System, the XCS Scrip Program Coordinator, all program volunteers, teachers and staff will not be held responsible for any lost, stolen or destroyed scrip cards or certificates.

Current Families Program

Credits will be made to student tuition accounts throughout the year. Credits are generally applied to the tuition account within two months after credits are earned. Should the full tuition and other fees have been paid prior to these adjustments; the credit will be carried forward to the next academic year. If there are no students enrolled from the family for the next academic year, Scrip credits earned are applied 100% to support St. Francis Xavier Catholic School System's educational programs until it is requested to apply the earned credits to another family or Appleton parish.

Purchases made through the March 31 are applied to tuition and fees for the current school year. Purchases made after March 31 will be applied to the next school year and will not appear on the tuition statement until billing for that period begins.

Future Families Program

Future families are welcome to participate in Scrip as a way to start saving for their child's Catholic education. If a family anticipates sending a child to St. Francis Xavier Catholic School System, they may establish an account to credit for future tuition. The account may NOT be established prior to the child's birth. The money earned through scrip will be held without interest until the child enrolls at XCS. A future family account will remain open until you are enrolled provided that the family places a minimum of one order each scrip year (April 1-March 31). Failure to place one order per scrip year will result in an inactive account. A future family account that has been deemed inactive will be turned over to the Scrip program and the account balance will be transferred back to XCS. These funds are not transferrable to another family.

Once the child is enrolled at St. Francis Xavier Catholic School System, the family should contact the scrip program coordinator. The banked tuition credits will be applied to the family's tuition billing only after enrollment has been confirmed. The tuition credits will be applied in lump sum to the next billing month following confirmation of enrollment. If the full tuition and other fees have been paid prior to scrip credit adjustments, the credit will be carried forward to the next academic year.

If a situation arises (Family moves, child attends different school, etc.), and a child does not attend St. Francis Xavier Catholic School System the family may transfer scrip tuition credit earned to another XCS family or your Appleton Parish. If donation is not an option, requests for cash back must be made in writing to the scrip program coordinator. Cash back will be distributed once per scrip year in late June. A future family that does not attend St. Francis Xavier Catholic School System and does not provide written request for cash back will be considered inactive and the account balance will be transferred back to XCS.

Once the future family becomes a current family with St. Francis Xavier Catholic School System through confirmed enrollment, the Current Families Program terms apply.

I have read the above statements and agree to the terms and conditions of both Future and Current Families in the St. Francis Xavier Scrip Program

Printed Name _____

Date _____

Signature _____

ST. FRANCIS XAVIER CATHOLIC SCHOOLS

FUTURE FAMILY SCRIP

Date _____

Parent's Last Name _____

Parent's First Name _____

Email Address _____

Street Address _____

City _____ State _____ Zip Code _____

Phone Number _____

Child's Last Name _____

Child's First Name _____

Child's Date of Birth _____

Would you like additional information about Xavier Catholic Schools?

Yes ___ No _

Additional Family or Friends purchasing for this family account

First Name _____

Last Name _____

Address _____

City _____ State _____ Zip Code _____

Email Address _____