



Announcing New Payment Card Acceptance Policy

We are pleased to announce that we welcome your tuition / invoice payment by Visa, MasterCard, Discover or American Express for tuition. MasterCard will be assessed a lower promotional service fee equal to 1.49%. Each other payment card will be assessed a service fee equal to 2.99%. Any Visa, MasterCard or Discover debit card will be assessed a service fee equal to .99%.

IMPORTANT – After a payment is made by credit card, the assessed convenience fee cannot be refunded under any circumstances. For example, if a spouse pays by credit card and the other spouse then decides that he/she would prefer to pay by check we cannot refund the convenience fee paid.

Credit card payments are also subject to all the applicable terms of the enrollment contract – including non-refundability.

Policy Adherence to Card Industry Rules

Wardlaw-Hartridge has registered via each of the Card Brands for this special program available only to schools, utilities and government entities. This type of payment acceptance program is common at many universities including Rutgers, Columbia University, and NYU.

How It Works

Go to our school's website at whschool.org. On the homepage, under the ADMISSION tab, drop down to the link named "Pay tuition online". This will bring you to the tuition portal supported by Diamond Mind Business Services. This system is fully compliant with the Payment Card Industry Data Security standards.

Diamond Mind will assess a 2.99% service fee on top of your total invoice amount. For example, if you make a payment of \$1000, two charges will appear on your credit card statement: one for \$1,000 and the other for the convenience fee in the amount of \$29.90 (in this example).

Tuition payments by credit card will only be accepted through our website. Please do not mail any credit card information to the school.

Philosophy

Wardlaw-Hartridge is committed to providing a range of payment options to accommodate the preferences and financial circumstance of different families.

Paying tuition by credit card has been an option requested by parents for some time. Parents have cited the wish to take advantage of rewards, cash back, and low interest rate programs, as well as the flexible monthly repayment option credit cards offer. We recognize that wisely used, payment of tuition by credit cards can be a prudent financial vehicle for parents.



On the other hand, used without care, credit cards can burden families with debt. Wardlaw-Hartridge recognizes that this risk is not unique to credit cards. A similar and equal risk exists from tuition loans and cash payments that result in the family placing other expenses on credit card to compensate. We encourages all families to carefully weigh the myriad of payment options on the market, and make a financial sound choice that fits their present and anticipated financial needs.

We hope that by offering an additional payment option, and by encouraging families to investigate, research, and choose the best option for their family, we are empowering families to do what is best for them.

Questions

If you have any questions about this new policy, we request that you send them via email to Marian at mtumolo@whschool.org.