

BCS International Tuition Payment & Withdrawal Policy; impact of COVID 19 in 2020-2021 School Year

This payment and withdrawal policy (“policy”) document applies to the Bellevue Christian School (BCS) K-12 International Student Program (ISP) and related tuition for the 2020-2021 school year only.

This policy is part of the financial agreement signed during enrollment or reenrollment for the 2020-2021 school year (“financial agreement”). This means that except as described herein, the financial agreement controls.

The administration of the BCS K-12 program, including the ISP, acknowledges the possibility, due to the impact of COVID-19 or other unforeseen circumstances, that BCS may need to either begin the school year with online delivery of educational content (“online schooling”), or move from in-school instruction to that format at various times during the 2020-2021 school year. In light of this potential, BCS makes the following changes in ISP tuition policy **for participation in the K-12 ISP for the 2020-2021 school year only**:

- BCS charges annual tuition. For the 2020-2021 school year, due to the impact of COVID-19, payment is due by August 1. As an alternative to paying annual tuition in full, BCS will offer the 2-installment plan as described in the ISP financial agreement.
- Tuition billed for August 1 will be due and payable as of August 1. Tuition payment in full discount offers (2% with check or cash; no fee charged for card) will apply up to and including August 1. Payment in full discount offers expire on August 2.
- Tuition pays teacher salaries. For purposes of calculating any potential refund **for ISP tuition only**, annual tuition paid in full is applied, or the 2 installments are charged, as described in the ISP portion of the financial agreement but with an August start and May end, and subject to withdrawal policy as described below.
- This policy enables BCS to keep their commitment to teacher salaries.

Withdrawal – ISP. Should the K-12 program move to online schooling at any time during the 2020-2021 school year, families will need to abide with the financial agreement by remaining enrolled in ISP at least through the end of January commitment period or if enrolling at BCS in the second semester, for the 5 months of the 2nd semester. However, if a family chooses to withdraw their student from the K-12 ISP program, any credit or refund of ISP tuition will be as follows:

Date Withdrawn	ISP Tuition & Fee Responsibility – 1st SEMESTER START 2020-2021 SCHOOL YEAR ONLY
Prior to, and including, July 31	Enrollment fee; any fees incurred through date of withdrawal
August 1 through January 30	Enrollment fee; 1st installment; any fees incurred through date of withdrawal
February 1 to end of school year	Enrollment fee; Installments 1 and 2; any fees incurred through date of withdrawal

Date Withdrawn	ISP Tuition Responsibility – 2ND SEMESTER START
February 1 to end of school year	Tuition responsibility is for the 5 months of the 2 nd semester. No proration of month

Beginning with the 2021-2022 school year, tuition policy will revert to the existing policy. Payment for 2021-2022 will be due July 1 (and with 2nd Installment due December 1).