

Programs	One Payment Due by June 20, 2024 (Tuition Guarantee Fund - Optional)		Two Payments Due by June 20, 2024 & January 20, 2025 (Tuition Guarantee Fund Required)			Ten Payments Due by June 20, 2024 & then monthly August 20, 2024 through April 20, 2025 (Tuition Guarantee Fund Required)		
	Tuition	Guarantee Fund	Tuition	Each Pmt	Guarantee Fund	Tuition	Each Pmt	Guarantee Fund
PK3 (3 years old by 9/1/24)								
Five Days (8:30-12:15)	11,273	338	11,273	5,637	338	11,783	1,178	353
Five Days (8:30-3:20, aft. nap & play)	16,253	488	16,253	8,127	488	16,985	1,698	510
Three Days (8:30-12:15)	7,680	230	7,680	3,840	230	8,029	803	241
Three Days (8:30-3:20, aft. nap & play)	10,583	317	10,583	5,292	317	11,058	1,106	332
Pre-Kindergarten (PK4) (4 years old by 9/1/24)								
PK Five Days (8:30-12:15)	11,273	338	11,273	5,637	338	11,783	1,178	353
PK Five Days (8:30-3:20, aft. nap & play)	16,253	488	16,253	8,127	488	16,985	1,698	510
Elementary								
Kindergarten -Fourth Grade (8:30-3:20)	19,992	600	19,992	9,996	600	20,892	2,089	627
Middle								
Fifth-Eighth Grade (8:00-3:30)	23,799	714	23,801	11,900	714	24,870	2,487	746
<i>Tuition Guarantee Fund is due by June 20, 2024 and required for 2-payment and 10-payment plans, optional for 1-payment plan. (Non-refundable).</i>								

FEES FOR PROSPECTIVE STUDENTS

- **Application fee \$125 per student** (non-refundable)
- **Financial Aid Application fee \$40 per family**

FACILITIES FEE

- **\$1,000** (one-time, non-refundable fee for families enrolling K-8th for the first time)
- Due with the enrollment fee

ENROLLMENT FEE

- **\$650** non-refundable; due for all students each year
- **Completion of online re-enrollment by February 8 will secure a place for your child in our program.**
- Enrollment fee and facilities fee, if applicable, will be billed to your FACTS account.
- The enrollment fee includes textbooks, classroom supplies, yearbooks and PA membership.
- Tuition includes all local, day field trips plus a field trip shirt. Overnight and out-of-state trips are an additional charge.
- Catered lunch, school pictures, book orders, spirit t-shirts, and after-school programs are optional expenses.

TECHNOLOGY FEE

- **\$150** (non-refundable fee for PK3-PK4 students due each year) Due June 20, 2024
- **\$250** (non-refundable fee for Kinder- 2nd grade students due each year) Due June 20, 2024
- **\$500** (non-refundable fee for 3rd- 8th grade students due each year) Due June 20, 2024

EXTENDED CARE

- **Morning care** for arrival between 7:30 – 8:00 is a \$5 charge. Prearranged additional morning care is available between 7:00 – 7:30 for a \$20 charge.
- **Morning care** (8:00 – 8:20) is **free**, as well as between 7:45 a.m. – 8:00 a.m. for siblings of 5th-8th grade students.
- Half day PK3 and PK4 students can make prior arrangements to stay for an afternoon nap followed by playtime and structured activities for a fee of **\$15.00 per hour**.
- Available for Half Day PK3 and PK4 – one specific day each week of afternoon care (nap & play) (12:15-3:20) is offered at \$1,250 per year payable in full at time of selection.
- **After-school care** (3:30 – 6:00) is **\$15.00 per hour** charged in 15-minute increments.
- The **extended care fee for late pickup after 6:00 p.m. is \$60 per hour** charged in 15-minute increments.

FEES FOR LATE PAYMENT OF TUITION & FEES

- A **\$25 late fee** will be charged for payments not made by their due date; a **\$30 NSF fee** will be charged for any returned payments.

Annual Tuition

Annual tuition is payable in three options: a single payment, due by June 20, 2024; two payments, due by June 20, 2024 and January 20, 2025; ten equal payments, first payment due by June 20, 2024, with the remaining nine payments due monthly, by August 20 through April 20, 2025. Payments can be made at any time before the due date. Please note: *the student's tuition obligation is for the entire year* (or such portion as may remain after date of entrance), regardless of whether the student completes the school year at The Branch School. This includes cases of prolonged absence, withdrawal, or dismissal. Please note: for those enrolling after the start of the school year, tuition is not prorated for less than one month. The enrollment fee is not prorated, and the full amount is due regardless of date of enrollment. Federal Truth in Lending Disclosure related to 10-payment option can be found [here](#).

FACTS Management Company

The Branch School uses FACTS Management Company to process tuition and incidental expenses (extended care, field trips, etc.). All families are required to enroll in FACTS through the Admissions tab on the school website. FACTS has a nominal yearly fee. For any questions, please contact the Business Office at 713-465-0288.

Tuition Guarantee Fund (Approximately 3%)

Because the student's tuition obligation is for the entire year (or such portion as may remain after date of entrance), families who do not pay the entire tuition in one payment are required to participate in the school's Tuition Guarantee Fund. This Fund will provide half the remaining amount of tuition due under the enrollment contract if a student should leave the school before completion of the academic year. Families who elect to pay their tuition in two payments or in monthly installments are required to participate in this Fund. For families who pay the full annual tuition by June 20, 2024, participation in the Fund is optional. *No refund of tuition can be made except as provided under this Fund.* The Tuition Guarantee Fund is due by June 20, 2024 (see tuition schedule on reverse side).

Tuition Assistance/Financial Aid Program

The Branch School offers a need-based Tuition Assistance/Financial Aid Program starting at the kindergarten level. The purpose of this Program is to enable qualified students to attend the school who could not otherwise afford to do so. Families with multiple children may qualify for a discount, and should apply for tuition assistance/financial aid accordingly. To apply for tuition assistance/financial aid, [visit our website for information](#). *Families awarded tuition assistance/financial aid must reapply each year in order to renew the award.* All information will be kept in strict confidence.