

— New Student — E N R O L L M E N T G U I D E

Fort Bend Christian Academy is delighted that you have chosen to partner with us in your student's education for the 2024-2025 school year.

TO ENROLL:

1. Complete your online Enrollment Contract through our website at <https://www.fortbendchristian.myschoolapp.com>.
2. Please follow the directions included in your Admittance Offer Email.
3. Click the "Review" button next to the Enrollment contract for 2024-2025. You will be asked if you currently have a Blackbaud Tuition Management (formerly Smart Tuition) account. Please select "no," only if you are not a current FBCA family. An account will be created during enrollment.
4. Select payment plan and payment method for tuition.
5. Submit the online Enrollment Contract along with the \$600 New Student Registration fee.

For questions regarding enrollment,
please contact the Admissions Office:
281-263- 9105
admissions@fortbendchristian.org



For questions regarding
Blackbaud Tuition Management:
1-888- 868-8828

For general tuition questions, contact
Janey Gurney:
jgurney@fortbendchristian.org
281-263-9153

2024-2025 TUITION

Grade Level	* 12 Monthly Payments	2 Semi-Annual Payments	Annual Payment
Lower School Pre-K - Kinder	\$1,370	\$8,220	\$16,440
Lower School Grades 1 - 4	\$1,475	\$8,850	\$17,700
Middle School Grades 5 - 8	\$1,675	\$10,050	\$20,100
Upper School Grades 9 - 12	\$1,965	\$11,790	\$23,580

***Monthly payments begin June 15**



FINANCIAL AID

FBCA recognizes tuition is a sacrifice for many of our families.

All tuition assistance is awarded based on financial need through our financial aid application process.

The initial financial aid application deadline is March 1. Subsequent applications will be considered depending on the availability of funding.

Complete information is available on our website:
www.fortbendchristian.org/Financial-Aid

Financial aid is only available to students in Kindergarten- 12th grade.

TUITION FOR THE 2024-2025 SCHOOL YEAR must be paid by one of the three payment plans:

Payment Plan One: Payment is made in full on or before June 15.

Payment Plan Two: Payments are made in two installments - 50% due June 15 and 50% due December 15.

Payment Plan Three: Twelve monthly payments beginning June 15.

Tuition includes educational expenses, books, field trips, curriculum usage fees, fine arts, drama participation fees, along with select Upper and Middle School trips.

All school supplies are provided for Pre-K - 4th grade students. A supply list will be available online for all students in 5th - 12th grades in June.

Non-consumable books and materials remain the property of Fort Bend Christian Academy.

Special school trips, before and after school care, Eagle Week, club sports, athletic player packs and fellowship activities are not included in the tuition schedule.

Advanced Placement

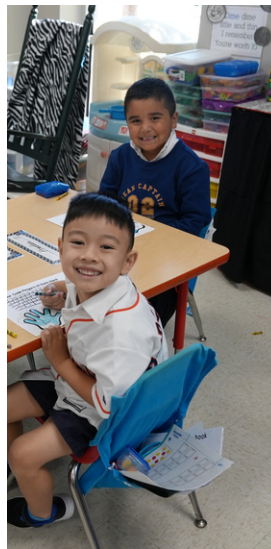
Advanced Placement courses are assessed additional fees for books, curriculum and testing fees.

FEES

A \$30.00 bank fee will be applied to your account for any failed ACH automatic debit or returned check.

A \$40.00 late fee will be applied to your account if payment is not made in full within 10 days after the due date or you are carrying an outstanding balance.

2024 - 2025 EXTENDED CARE PROGRAM



OVERVIEW

Two options are available for before and after school care:
Annual Agreement or Daily Rate

Care is available for Pre-K - 8th grade from 6:30 a.m. - 6:00 p.m.

All fees for extended care programs are subject to the FBCA Fees Policy.

ANNUAL FEES

12 Monthly Payments	\$190
2 Semi-Annual Payments	\$1,140
Annual Payment	\$2,280

A \$30.00 bank fee will be applied to your account for any failed ACH automatic debit or returned check. A \$40.00 late fee will be applied to your account if payment is not made in full within 10 days after the due date or you are carrying an outstanding balance.

Requires annual agreement (in your enrollment contract). Extended Care annual fees will be added to your student's Smart Tuition account and billed according to your selection of payment plan and payment method for tuition.

DAILY RATE

Extended Care Charges are billed monthly based upon number of days present in early morning and/or after school care during the month. Early morning care and after school care are separate charges. Daily rate is charged regardless of the amount of time student is actually in extended care - no exceptions. Fees will be added to your student's Smart Tuition account and billed monthly according to the payment method selected for tuition.

Early Morning Care \$12/day | Afternoon Care \$20/day

Early Morning Care is available from 6:30-7:30 a.m. Afternoon Care begins 15 minutes after campus dismissal time and is available until 6:00 p.m. Students picked up after 6:00 p.m. will be charged \$10.00 for each additional five minute increment thereafter.

FBCA FEES POLICY

FBCA makes every effort to keep tuition and other fees as reasonable as possible and continue to maintain a quality educational experience for students. It is important that tuition and other fees are paid when due in order for FBCA to meet its financial obligations.

TUITION AND EXTENDED CARE FEES

Three payment plans are available for tuition. The payment plans are described in detail on page 2. Those entering the school during the school year will be assessed prorated tuition as determined appropriate by FBCA in its discretion.

Failure to make timely payments in accordance with the Payment Plan selected may result in removal of the student's name from the list of enrolled students.

Contractual financial obligations are only released in accordance with FBCA's written Contract Release and Tuition Refund Policy.

DELINQUENT ACCOUNTS, LATE FEES AND INSUFFICIENT FUNDS

A \$30.00 bank fee will be applied to your account for any failed ACH automatic debit or returned check. A \$40.00 late fee will be applied to your account if payment is not made in full within 10 days of the due date or you are carrying an outstanding balance.

According to FBCA Board policy, if an account is delinquent beyond 45 days, the student(s) may be withdrawn from school at the Head of School's discretion. Records, report cards and/or transcripts cannot be released until all accounts are paid in full.

If a family is experiencing financial difficulty which may prevent the timely payment of tuition, it is the parent's responsibility to schedule an appointment with the Director of Finance. Re-enrollment for the following school year will not be accepted unless the student account is current.

CONTRACT RELEASE AND TUITION REFUND POLICY

FBCA has financial and contractual obligations to faculty, staff and others. Therefore, it is necessary for families to make a firm financial commitment.

1. 1/12th of annual tuition must be paid by all who enroll or re-enroll for the 2024-2025 school year and subsequently withdraw after April 30 and is non-refundable.
2. Testing or registration fees are non-refundable.
3. Each student's place on the enrollment roster stands independently. Tuition or extended care fees cannot be transferred from one student to another.
4. Written notification to the FBCA Business Office is required to request consideration of a release from tuition obligation.
5. A student who either is dismissed or withdrawn from school for disciplinary or academic reasons will be charged the tuition obligation as detailed below.
6. Financial Aid Applicants ONLY: A waiver of the required tuition obligation will be considered for financial aid applicants who choose not to enroll after notification of the amount of aid awarded. Under these circumstances, a written request for the waiver must be received by the Business Office no later than two weeks after notification of decision by the Financial Aid Committee. Please note that no exceptions will be made to the above procedure to request a waiver.

A tuition refund for withdrawals other than any reasons listed in statement 5 above may be granted in FBCA's sole discretion. The refunded amount may, in FBCA's sole discretion, be the amounts paid over the tuition obligation as detailed below:

Withdrawal	Tuition Obligation
May 1 thru June 30	1/12 of total annual tuition
July 1 thru August 31	25% of total annual tuition
Sept. 1 thru Dec. 31	60% of total annual tuition
Jan. 1 thru Feb. 28*	75% of total annual tuition
After Feb. 28*	100% of total annual

***For new students enrolling for second semester, tuition obligation is 50% of annual amounts.**

Questions? Contact the Business Office

Janey Gurney | 281-263-9153
1250 Seventh Street
Sugar Land, TX 77478