

The Whitfield School

Experiential education for grades 6-12

Dear Parent,

We are excited to welcome your family to the Whitfield community! The first step in that process is to submit an enrollment contract through Warrior Web. Warrior Web is the school's student information and learning management system. Consider it a one-stop shop for everything related to a student's experience at Whitfield. Today, you will be able to access and submit the enrollment contract through Warrior Web; in the future, you and your student will be able to use Warrior Web to access schedules, course pages, assignments, important documentation, calendars, and more.

In Warrior Web, you will be able to access the enrollment contract, read the terms of the contract, and select a tuition payment plan. As you will see in the contract, tuition for the 2025-2026 school year is \$35,700. Families may choose one of three tuition payments plans: one payment, two payments, or ten monthly payments; there are additional fees for the multiple-payment plans, as indicated on the contract. An enrollment deposit is due upon submission of the contract. Details are available on the contract.

Other costs in addition to tuition may include technology fees, Parents Council dues, field trips and/or school supplies and items purchased from the campus store or cafe. These fees are tallied on a monthly bill that parents receive online. We estimate that textbooks plus these incidentals average about \$1,200 per year.

Should you have any questions about your Warrior Web account, please contact our Technology Department at tech.support@whitfieldschool.org.

I look forward to welcoming your family to Whitfield!

Sincerely,

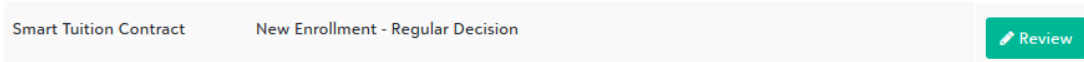
Rob Kampen
Director of Finance & Operations
rob.kampen@whitfieldschool.org

Next, follow the steps below to submit the online enrollment contract and Permanent Deposit.

- Once logged in to your Warrior Web account, find the yellow banner at the top of your screen and click the blue link that reads "Contract(s) to Accept."

 You have: **1 Contract(s) to Accept**

- Find the form titled "Blackbaud Tuition Management Contract" then click "Review" and "Agree" buttons.



- Blackbaud Tuition Management is the secure, online billing system that Whitfield uses to process tuition, fees and payments. You will be asked if you have a Blackbaud Tuition Management Account. Please select "No" for this option, even if you have a child at another school that uses Blackbaud Tuition Management. Then click green "Continue to contract" button.
- You will be directed to the "Introduction" page of your online contract. Please review carefully, make sure to select a payment plan, and answer Yes/No to the tuition insurance plan option (appears after selecting a payment plan). You will also be requested to select a payment date. Please select the only option available, "1."

New Enrollment - Regular Decision

[Introduction](#) [Terms and Agreements](#) [Review](#) [Deposit](#) [Confirmation](#)

Note: If you select the 10-installment plan, you will be required to enter either bank account or credit card information for payment. If you select the 1- or 2-payment options, you can select to pay by auto-debit, credit card, or by check.

- Please review the Blackbaud Tuition Terms & Conditions on this page and sign the contract (by typing in your name at the bottom of the screen). Click the blue "Next" button to proceed.
- Please review the Whitfield Terms & Conditions and click the blue "To Review" button on the bottom of the page. Review your signed contract one more time and click blue "Accept" button.

Note: Only one signature is required to accept the contract. Please be thoughtful regarding who signs the contract as there can be only one billing account created within Blackbaud Tuition Management. Both parents/guardians can pay on the student's account balance as long as the "Email Me an Invoice" payment option is selected as the payment type. If you elect the 10-installment plan, there can only be one bank account or credit card used to pay on the account - this plan cannot be split between parents/guardians.

- After accepting the contract, you will be directed to the Deposit tab. The Permanent Enrollment Deposit, a one-time deposit that holds a student's space in the class until graduation, is required with the submission of the contract. This deposit must be made by credit card or bank debit prior to finalizing the contract. Select your payment option and click the blue "Pay & Submit" button when finished.
- Accepting the contract automatically enrolls you with Blackbaud Tuition Management. Multiple parents can have access to billing/payment information in Blackbaud Tuition Management through their Warrior Web login.

Next Steps

You will receive an email confirming that you have successfully submitted your enrollment contract and another email from Blackbaud Tuition Management that states that an account has been created for you. You will receive additional information from both Blackbaud Tuition Management and Whitfield regarding your account for the 2025-2026 school year in the coming months.

For questions regarding the submission of the online contract/deposit or tuition, please contact Director of Finance & Operations Rob Kampen at (314) 415-1260.

