

ARCHBISHOP STEPINAC HIGH SCHOOL

4. **Penalties for late payments of tuition and fees:** If tuition and/or fees are past due at any time, the school reserves the right to discontinue educational services and/or sports activities. Students who owe money to the school:
 - Cannot participate in any field trip
 - Cannot receive a school ring or yearbook
 - Cannot attend the Junior or Senior Prom or the Europe trip.
 - Cannot participate in the Graduation Ceremonies, receive a diploma, nor have transcripts sent to colleges
 - Cannot receive report cards
 - Cannot receive a 2nd semester schedule
 - If transferring, records will not be sent to new school
 - Families with consistent delinquency issues as deemed by the school will be reviewed with respect to the continuation of any financial aid or scholarship
 - Students who fail to satisfy their financial obligations to Stepinac by April 15th will not be allowed to participate in re-enrollment activities for the following school year.

5. **Termination of Contract by Parent/Guardian**
 - a. **Notice Requirement:** The parent/guardian may terminate this contract by providing written notice to the school at least 10 days before the end of a term. The notice must be submitted to the school administration and should include the reason for termination.
 - b. **Non-Refundable Tuition:** Tuition for the month of termination is non-refundable. Any prepaid tuition for subsequent months will be refunded on a prorated basis, minus any applicable fees, provided the termination notice meets the required notice period.
 - c. **Withdrawal Procedure:** Upon termination, the parent/guardian must complete the official withdrawal procedure as outlined by the school, including returning any school property such as textbooks, uniforms, and equipment.

6. **Termination by School**
 - a. **Academic Standards:** The school reserves the right to terminate this contract if the student consistently fails to meet the school's academic standards, despite interventions and support provided by the school.
 - b. **Code of Conduct Violations:** The school reserves the right to terminate this contract if the student repeatedly violates the code of conduct, as detailed in the Student Handbook. This includes severe or repeated disciplinary issues that disrupt the learning environment or endanger the safety and well-being of other students and staff.
 - c. **Non-Payment of Tuition:** The school reserves the right to terminate this contract if tuition payments are not made on time. A written warning will be issued if payment is overdue by more than 30 days. If the payment is not received within 5 days after the warning, the student will be suspended from classes and school activities until the account is settled. Continued non-payment will result in termination of the contract.
 - d. **Other Grounds for Termination:** The school reserves the right to terminate this contract for other significant reasons, including but not limited to providing false information during the enrollment process, severe breaches of school policies, or actions that bring the school into disrepute.