

Financial Policies

School Year 2009-10



Annual Tuition.

Apple Blossom Preschool ages 3-4 8:30 a.m. – 12:30 p.m. Tuesday – Thursday in Prairie Hall	\$3200
Three-day "Kinder Garden" ages 4-6 8:15 a.m. – 12:30 p.m. Tuesday – Thursday in the Kinderhaus	\$3915
5-day "Kinder Garden" ages 4-6 8:15 a.m. – 12:30 p.m. Monday – Friday in the Kinderhaus	\$6180
Grades 1 – 8 8:15 a.m. – 2:15 p.m. Monday - Friday	\$7005

Application and New Enrollment.

A \$50 non-refundable fee per student is due with a completed application for enrollment. For grades enrollment, a faculty member will schedule time to have the prospective student visit the classroom and will conduct a family interview to assess enrollment. The Early Childhood enrollment process requires attendance at a Kinder Garden Mini-Morning, a Play Date, and an adults-only interview to assess enrollment. Once the faculty and parents mutually agree that Olympia Waldorf School is a good fit for the child, enrollment will be secured by paying a non-refundable fee of \$125 + \$25 for each additional sibling and a Capital Projects fee of \$250 per family per year. Supply Fees will be billed June 1 and Tuition will be billed starting July 1.

Re-Enrollment.

Re-enrollment occurs every year beginning February 1 when details of annual programming and new tuition figures for the subsequent year are announced. The process of re-enrollment is simple:

1. A new tuition contract is designed specifically for each family and distributed to parent cubbies.
2. All legal guardians or individuals responsible for financial support of the student must sign the contract.
3. Contracts are returned by the March deadline with payment of a \$250 Capital Projects fee per family. Re-enrollment is secured for the subsequent school year when a signed contract and \$250 Capital Projects fee are returned by the established March deadline. By signing the contract and paying the Capital Projects fee, enrollment is considered secured for the coming year, and families are responsible for payment of Supply fees (in June) and tuition (starting in July). Families returning their contract and Capital Projects fee after the March deadline must pay the \$125 enrollment fee + \$25 for each additional sibling.

Supply Fees.

Apple Blossom Preschool	\$200 per child
3-day Kinder Garden	\$225 per child

5-day Kinder Garden \$270 per child
Grades 1-8 \$210 per child

Supply fees will be added to the annual tuition contract and will be billed on June 1. These funds are used for class related supplies and activities. Supply fees do not cover the cost of flutes and recorders, classroom slippers, fees for class field trips, and private rental of musical instruments. Supply fees are non-refundable. Supply fees are due and payable in the event of any contract termination request made after June 15, 2009.

Capital Projects Fee.

The Capital Projects fee of \$250 per family per year is due upon enrollment and every subsequent year in March at the time of the established re-enrollment deadline. Capital Projects fees are non-refundable.

Sibling Discounts.

Families with two or more children enrolled in the school are eligible for the following discounts:

- Two children: oldest child full tuition, second child 30% discount*
- Three children: oldest child full tuition, second child 30%*, third child 60% discount*
- Four or more: oldest child full tuition, second child 30%*, third child 60%*, fourth or more at 90% discount*

**Note: Net preschool tuition is \$2500 minimum.*

Payment Plans.

When signing their contract, parents must select one of the following four Payment Plans:

- Plan 1: Entire contracted net tuition amount billed July 1.
- Plan 2: Three equal payments billed July 1, October 1 and January 1.
- Plan 3: Eleven monthly payments pre-authorized for electronic withdrawn from your bank account or credit card, July through May.
- Plan 4: Eleven monthly payments by check, cash or credit card, July through May. An additional \$5 billing fee is incurred monthly with this payment plan.

Annual Giving.

Annual Giving helps fund expenses not covered by tuition, enables the school to provide tuition adjustments, and provides a tax-deductible opportunity for donors. Upon new enrollment, families are asked to complete an Annual Giving Pledge Card. Returning families are asked to do so upon re-enrollment every year. Our goal is 100% participation from parents, teachers, staff and Board of Trustees. We ask that you are as generous as possible, but please know that no gift is too small. Gifts may be made in one payment or in multiple installments added to the monthly statement.

Tuition Adjustment.

The Olympia Waldorf School strives to develop a diverse student population and serve every family seeking Waldorf education. Our Tuition Adjustment program helps those who

demonstrate financial need to attend OWS. *Re-enrollment:* Applications for returning families are due by February 15. Applications received after this deadline are processed on a first-come, first-served basis and are subject to available funding. *New Enrollment:* Families applying for admission to the school must complete the enrollment process and sign a “conditional” tuition contract before the Tuition Adjustment Committee will process their application. This process requires completion of an in-house application, an on-line, independent, third party financial review through School and Student Services for Financial Aid (SSS), and a personal interview with Olympia Waldorf School’s Tuition Adjustment Committee. For complete details of the Tuition Adjustment process, please download a Tuition Adjustment application on our website, www.olympiawaldorf.org, or request a copy in the Main Office. We also offer a helpful Enrollment Flow Chart which can be viewed on our website or requested in paper form.

Late Payments.

Statements are generated on the first day of every month. Payment received after the 15th day of the month is considered late. On the 16th of the month, a \$25 late fee will be posted, unless specific arrangements are made—in advance—with the Business Manager. In the event that an account becomes sixty (60) days past due, the family may be asked to withdraw from school until the account becomes current. A student’s final reports will be released only if the account is paid in full. A \$10 fee will be charged for checks returned for non-sufficient funds.

Student Withdrawal.

Thirty (30) days written notice is required for the withdrawal of a student. Parents who terminate their enrollment contract are responsible for any non-refundable fees that have been billed, as well as tuition prorated according to weeks of attendance. The Capital Projects fee, due at the time of enrollment and re-enrollment, is non-refundable. Supply fees are billed June 1 and are non-refundable. With advance written notice of a contract termination, prepaid tuition will be refunded at a prorated rate. In the absence of advance written notice, an additional four weeks of tuition will be assessed based on the final day of attendance. This policy is strictly adhered to for families withdrawing in the summer. Should an enrolled student fail to attend school in September without providing notice, four weeks of tuition will be assessed.

Enrollment Referral Program.

OWS parents can receive a \$500 credit on their tuition account with a successful referral of a new family. The new family must specify the name of a current OWS parent as primary source of referral on their application form, complete the enrollment process, and attend school for at least 60 days. Word of mouth is our most successful enrollment tool. Spread the word!