



INTERNATIONAL  
COMMUNITY SCHOOL

# FINANCIAL AGREEMENT 2011-2012

Family Last Name: \_\_\_\_\_

*Please refer to BOTH SIDES of this agreement along with the "Tuition & Fees Schedule"  
to determine your annual fee total and a payment plan for your family.  
Fill in each child's name and grade. Start with the child in the highest grade.*

1. Calculate tuition amounts & sibling discounts using the **Tuition & Fees Schedule**. Please total before signing.
2. Detach the **Tuition & Fees Schedule** and **Financial Policies** pages for your records. Then read, sign, and return this page to the office along with your enrollment packet.

	#1 Name	#2 Name	#3 Name	#4 Name	#5 Name	TOTALS
Student Name						
Grade						
Track - T/R, HS, PSC						
Total Reg. Fees Paid						
Academic Tuition	\$	\$	\$	\$	\$	
E-Zone Tuition	\$	\$	\$	\$	\$	
Deduct \$200 for E-Zone/No RDV	(\$ )	(\$ )	(\$ )	(\$ )	(\$ )	
E-Zone Martial Arts - add \$45	\$	\$	\$	\$	\$	
PSC Tuition	\$	\$	\$	\$	\$	
Class/Copy Fee \$70 PK-8 Only	\$	\$	\$	\$	\$	
Field Day \$10 ALL GRADES	\$	\$	\$	\$	\$	
HS Class Fees (See Schedule)	\$	\$	\$	\$	\$	
Senior Grad Fee \$200	\$	\$	\$	\$	\$	
<b>Total per Student:</b>	\$	\$	\$	\$	\$	\$ (Add Across)

**New Family Fee of \$250 is due upon acceptance following the family interview.**      Less: Annual Payment Discount (\_\_\_\_\_) \_\_\_\_\_

**Annual Payment Discount of \$125/family**      Add Optional Contributions\* \_\_\_\_\_

**for full-time tuition paid in full by August 1.**      **Net Balance Due** \_\_\_\_\_

**\*Optional Contribution Amounts**

**We would like to add to our Financial Agreement**

- \$ \_\_\_\_\_ as a contribution to the ICS Scholarship Program and/or
- \$ \_\_\_\_\_ as a contribution to the Reserve Building Fund for future growth and/or
- \$ \_\_\_\_\_ for the Family Fundraising Commitment (for details, see point #12 of the Financial Policies page)
- \$ \_\_\_\_\_ = **TOTAL Annual Contribution**

Add total contribution amount to tuition & fees. For monthly payers, this amount will be divided over the number of months of your FACTS agreement.

**\*\*\*Please see Tuition/Fee Schedule to complete form. Signature required on other side \*\*\***

Choose a  
**Preferred Payment Plan**  
(see *Payment Plan Descriptions below*)

Annual

Semester (2 payments)

FACTS \_\_\_\_\_ months

Other \_\_\_\_\_

**Check the Appropriate Box.**

- We plan to pay monthly with FACTS.  
(To enroll with FACTS, please refer below to "Monthly FACTS Plan.")
- We will be paying by the year or semester.  
(No FACTS agreement necessary.)

**Indicate Tuition % Amount.**

- Base  Optional 3% over Base  Optional 6% over Base

**Payment Plan Descriptions**

**Annual Plan** – Tuition and classroom fees are to be received by the ICS office no later than August 1<sup>st</sup>. A discount of \$125/family is given for those on the academic track who pay in full annually. *Payment will be considered late after August 15<sup>th</sup> and the discount will be forfeited. To avoid a \$25 late fee in the event you decide not to pay in full by August 1<sup>st</sup>, you may change your payment plan prior to July 15<sup>th</sup>. You must notify the office if you decide to change your payment plan.* Credit cards accepted with a 4% processing fee.

**Semester Plan** – Tuition will be paid in two separate payments. The first payment must be received in the ICS office no later than August 1<sup>st</sup>. The second tuition payment must be received by January 5<sup>th</sup>. (Other fees will be invoiced monthly unless included with semi-annual tuition payments.) *Payment will be considered late after August 15<sup>th</sup> and January 15<sup>th</sup> and a late fee of \$25 will be assessed.* Credit cards accepted with a 4% processing fee.

**Monthly FACTS Plan** – Monthly tuition payment arrangements must be made with FACTS Management Company. There is no additional charge for this service unless you later decide to change to the Annual or Semester Plan after you have signed up for FACTS. Automatic withdrawals of monthly tuition payments and monthly fees are pre-authorized from either a checking or savings account of your choice on the 5<sup>th</sup>, 15<sup>th</sup>, 20<sup>th</sup>, or 30<sup>th</sup> of each month. All payment plans should be submitted with the enrollment packet. *All families new to FACTS need to enroll with FACTS online at [www.icsfla.org](http://www.icsfla.org) – you will see the link for "e-cashier" on the Parents page. Click Responsibilities of ICS Parents, then Financial Responsibilities.*

Please check the box next to the FACTS payment plan you prefer.

12 Month Plan June Start			Monthly Payment	11 Month Plan July Start			Monthly Payment	_____ Month Plan August or later Start			Monthly Payment
√	First Payment	Last Payment	Total Due ÷ 12 months	√	First Payment	Last Payment	Total Due ÷ 11 months	√	First Payment	Last Payment	Total Due ÷ ___ months
	06-05-11	05-05-12			07-05-11	05-05-12			__-05-11	__-05-12	
	06-15-11	05-15-12			07-15-11	05-15-12			__-15-11	__-15-12	
	06-20-11	05-20-12			07-20-11	05-20-12			__-20-11	__-20-12	
	06-30-11	05-30-12			07-30-11	05-30-12			__-30-11	__-30-12	

**By signing this financial agreement, I/we acknowledge that I/we have read and understand the applicable fees and the financial policies of ICS, as stated in the 2011-2012 Financial Policies, and agree to abide by all policies and pay all fees accordingly. I/we understand that all registration fees are non-refundable and that the Financial Agreement is a commitment for the entire school year.**

\_\_\_\_\_  
Father/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mother/Guardian Signature

\_\_\_\_\_  
Date



*Please sign and return along with your enrollment packet.*





INTERNATIONAL  
COMMUNITY SCHOOL

# TUITION & FEES SCHEDULE

## 2011 - 2012

Registration fees must be paid for each child enrolled. A **New Family Application Fee** of \$250 is required for each new family enrolling and is payable upon acceptance following the Family Interview. **All registration fees are non-refundable. The registration fee is payable in full when enrolling.** A \$50 sibling discount will be taken off registration fees for the second and each additional child from the same family registering for the Academic Program ONLY. Acceptance of the registration fee does not guarantee enrollment. Enrollment will be granted based on the family interview, date the family application is accepted, and classroom space availability.

**\*PLEASE KEEP THIS COPY FOR YOUR RECORDS \***

### ACADEMIC PROGRAM TUITION

	# Sibling Discount	Grade	Registration Fee	New Family Application Fee	Base Tuition	Optional 3% Increase (Over Base)	Optional 6% Increase (Over Base)	PK-8 Class Supply & Copy Fees	Field Day	Fee - ALL Grades
<b>Elementary</b> (For E-Zone tuition, see back)	#1	PK-6	\$ 235	<b>\$250</b>	\$ 2714.00	\$ 2795.00	\$ 2877.00	\$ 70		\$10
	#2+ 10% Disc.	PK-6	\$ 185	<i>per family</i>	\$ 2443.00	\$ 2516.00	\$ 2589.00	\$ 70		\$10
<b>Middle School #1</b> (E-Zone/Bridge tuition is included/mandatory)	#1	7-8	\$ 325	<b>\$250</b>	\$ 3704.00	\$ 3815.00	\$ 3926.00	\$ 70		\$10
	#2+ 10% Disc.	7-8	\$ 275	<i>per family</i>	\$ 3433.00	\$ 3536.00	\$ 3638.00	\$ 70		\$10
<b>High School</b> (Full Time Students)	#1	9-12	\$ 325	<b>\$250</b>	\$ 4247.00	\$ 4374.00	\$ 4502.00	See Fee Schedule		\$10
	#2+ 10% Disc.	9-12	\$ 275	<i>per family</i>	\$ 3822.00	\$ 3937.00	\$ 4052.00	See Fee Schedule		\$10
<b>High School</b> (Part Time Students) (5-8 class periods/week) (Includes official transcript of records)		9-12	\$ 325	<b>\$250</b> <i>per family</i>	\$ 2615.00	\$ 2693.00	\$ 2772.00	See Fee Schedule		

Note: Study Hall for PT students - \$100/semester

Senior Graduation Fee: \$200

- The student enrolled in the highest grade within ICS is considered the first child (unless they are a part-time HS or PSC student).
- A \$50 sibling discount is applied to each additional child's Registration Fee in the Academic Program ONLY.
- Sibling discounts do not apply to the E-Zone/Bridge portion of the tuition.
- The New Family Application Fee of \$250 is **due upon acceptance** following the Family Interview.

## E-ZONE/BRIDGE TUITION & FEES

*Grades PK – 6 (optional)      Bridge Grades 7 – 8 (required)*

Grade	Registration Fee	Base Tuition	Martial Arts Annual Fee	No RDV	Optional 3% Increase (Over Base)	Optional 6% Increase (Over Base)
PK-6	\$90	\$990	\$45/year	Deduct \$ 200/yr	\$1020	\$1049
7-8	Included w/ Academic Registration	Included w/ Academic Tuition	\$45/year	Deduct \$ 200/yr		

## PRIVATE SCHOOL COVERING FEES

*Grades K – 8 (No On-Campus Academic Classes)*

*PSC Discounts are not combined with Academic Discounts*

# Child	Discount	Registration Fee	New Family Application Fee	Base Tuition	Optional 3% Increase (Over Base)	Optional 6% Increase (Over Base)
#1 PSC K-8		\$ 125	<b>\$ 250</b>	\$ 305	\$ 314	\$ 323
#2+ PSC K-8		\$ 125	<i>per family</i>	\$ 275	\$ 284	\$ 293

## HIGH SCHOOL CLASS FEES

*Refer to High School Class Schedule*

Anatomy & Physiology Lab.....\$100	AP English Literature & Composition EXAM.....\$90	Drawing & Painting.....\$100
Biology Lab.....\$75	AP Language & Composition EXAM.....\$90	Pottery.....\$100
Chemistry Lab.....\$85		Life Skills.....\$50
Environmental Science Lab.....\$75		Drama Club.....\$200
Forensic Science Lab.....\$75		Cooking.....\$120

Curriculum, lunch, field trips, athletic fees, parent partner fines, etc... are not included in the above schedule. These fees will be paid directly to the school, teacher, or ICS Bookstore when due.



# FINANCIAL POLICIES 2011 - 2012

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## **PLEASE KEEP THIS COPY FOR YOUR RECORDS**

### 1. REGISTRATION FEES

Registration fees must be paid for each child enrolled. A *New Family Application Fee* of \$250 is a requirement for each new family enrolling (or any family that has not been enrolled for more than one year) and is payable upon acceptance following the Family Interview. **All registration fees are non-refundable.** A \$50 sibling discount will be taken off registration fees for the second and each additional child from the same family registering for the Academic Program ONLY. Acceptance of the registration fees does not guarantee enrollment. Enrollment will be granted based on the Family Interview, date the family application is accepted, and classroom space availability.

### 2. RESPONSIBILITY FOR PAYMENT OF FEES

**The Financial Agreement with ICS is for the entire school year.** The parent(s) or legal guardian(s) who sign the Financial Agreement for the school year are fully responsible for payment of all fees according to the established payment schedules of ICS. Parties who agree to share responsibility for fees must all sign a Financial Agreement. Parents are responsible for payment of tuition, registration fees, books, lab/classroom fees, lunches, field trips, athletic fees, parent partner fines, and other miscellaneous fees for each student.

### 3. RESULT OF LATE PAYMENTS/NSF CHECKS/DELINQUENT ACCOUNTS

FACTS payers: A ***\$25 missed payment fee*** will be automatically deducted after the third attempt by FACTS to process a scheduled payment that is missed due to insufficient funds. A second attempt to collect will be processed on the next scheduled payment date. Additionally, if the third payment attempt is not accepted, a LATE FEE of \$25 will also be added by ICS.

Semester and Annual payers: ***Payment will be considered late after August 15<sup>th</sup> and January 15<sup>th</sup> and a late fee of \$25 will be assessed.***

Failure to maintain timely payments per the financial arrangement agreed upon with ICS may result in the student being denied access to class. Students may not be admitted to class for the second semester, or re-enrolled for the following school year while there is a delinquent amount outstanding. All accounts must be current prior to the beginning of each semester. Failure to pay past due amounts after repeated requests may result in an account being turned over to an outside collection agency. This does not reduce, eliminate, or waive any obligation to pay amounts owed to ICS.

Any check returned to ICS for non-sufficient funds will have a \$10 fee assessed to your account.

### 4. WITHDRAWALS

**If a family decides they must withdraw from ICS after the first 2 weeks of classes, parents must provide advance notice in writing at least two (2) weeks prior to a student's withdrawal.** Any student withdrawing from the ICS academic program or the E-Zone program for any reason during the first two weeks of classes will be responsible for 10% of the total annual tuition fee, 100% of the classroom/copy fee (PK-8), and any unfulfilled Parent Partner days. **If you withdraw your student after the first two weeks of class, you are committed for the entire annual tuition and fees, regardless of circumstances (i.e. any personal decision or a disciplinary action resulting in expulsion).** **If students enter mid-year (2<sup>nd</sup> quarter or 2<sup>nd</sup> semester), parents are responsible for the balance of the annual tuition and fees (including unfulfilled Parent Partner days).** **Registration fees are not refundable at any time.**

### 5. SCHOOL DISMISSAL

If a student is dismissed by the administration for any reason, the tuition for the remainder of the current year is due in full, as well as any outstanding fees. Registration fees are not refundable at any time.

## 6. LATE ENROLLMENT

Enrollment after the first two weeks of the school year will occur only at the beginning of the 2<sup>nd</sup> 9 weeks for PK – 8<sup>th</sup> students or 2<sup>nd</sup> semester for PK – 12<sup>th</sup> students. Tuition will be prorated to include the quarter of your start date.

## 7. CONDITION OF ATTENDANCE

On the first day of school, a child may not be admitted to class unless the registration fee and at least one-tenth of the annual tuition has been paid or a FACTS agreement has been activated. Students may be denied admission to class when an account is 60 days or more in arrears.

## 8. VACATION, HOLIDAYS, ILLNESSES

Tuition, lunch, and other program fee credits are not available for vacations, holidays, or illnesses.

## 9. MULTIPLE CHILD DISCOUNTS

Multiple child discounts are available only for ICS Academic Program registration and tuition. A \$50 sibling discount will be taken off registration fees for the second and each additional child from the same family registering for the Academic Program. A sibling discount is taken off tuition fees for the second sibling and each additional child from the same family registering for the Academic Program. The sibling discount for Private School Covering Program tuition is \$30 for each additional child registered. There is no sibling discount for either E-Zone Registration or E-Zone tuition. The student enrolled in the highest grade within ICS is considered the first child (excluding part-time high school and PSC students). For the discount to apply, all children must be legal dependents of the same parent(s).

## 10. BENEVOLENCE FUND

ICS Benevolence Fund exists to provide financial aid to current ICS families during times of unexpected financial hardship or tragedy. Please see the Financial Administrator or Chief Administrator if you feel you qualify and would like to apply.

## 11. PAYMENT TERMS/METHODS

Parents must select a payment plan at the time of enrollment.

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## 12. FUNDRAISING COMMITMENT

Fundraising is an integral part of the ICS budget. As an ICS family, you are required to participate in fundraising. Financially, we ask that each family do their best to raise \$500 through the fundraising events. A donation of \$500 can be made to ICS in a one-time payment or added to your monthly FACTS agreement to qualify towards your annual fundraising commitment.

## 13. OTHER VARIABLE CHARGES

ICS may charge various fees in addition to those published in the attached fee schedule. These fees may be related to student activities, athletic participation, book usage fees, curriculum, parent partner fines, late pick-up, etc. These amounts will be invoiced from our ICS office and are due and payable on the first of the following month.