



## Fees Policy – 2023 / 2024 – Domestic Students

Our Fees Policy is reviewed on a yearly basis. Each year, we balance our current and future needs, assess educational trends, adapt to changes with the administration or amount of Provincial Government funding, and also incorporate expert feedback from internal and external stakeholders. In order to cover the operational costs of our *exceptionally* low student-to-teacher-ratio, with class sizes averaging 8:1, we must ensure that our tuition fee supports our proportionally high operating costs. Alberta Education grants make up less than a third of our total revenue, and 80% of our costs are salary-driven.

### Fee Schedule – 2023/2024

• <b>Deposit</b> (Non-Refundable, Non-Transferrable)	\$3,000
• <b>Registration Fee</b> (Non-Refundable, Non-Transferrable):	\$500
• <b>Tuition Fee</b> (Full Academic Year; i.e. September - June):	
○ <b>Grades JK, K, 1:</b>	\$20,800
○ <b>Grades 2 - 6:</b>	\$22,800
○ <b>Grades 7 - 12:</b>	\$24,800
○ <b>Adult Student:</b>	\$29,800

**Note:** *Our Tuition Fee Schedule may change without notice.*

### Deposit

All students, whether starting new or returning, must pay a \$3,000 Deposit prior to the academic year that the student wishes to enrol in. This Deposit, along with the Registration Fee, are what secures your spot for the upcoming academic year. **All** students, including returning students, must pay the Deposit at the time of registration. The Deposit is applied to the Tuition Fee that is due for each student. Returning students will, however, be given up to six (6) weeks priority registration to re-register for September 2023 ahead of new registrants.

As space is limited to a maximum capacity of 150 students, as we reach capacity, we will stop admissions for that year and will establish a wait-list for subsequent years. *If the Deposit and*



Registration fee are not paid before the School reaches capacity, the student in question may not get a spot for that academic year. **The Deposit is non-transferrable, and non-refundable.**

## Registration Fee

The yearly Registration Fee for new and returning students is \$500.00. The Deposit and Registration Fee must both be paid for at the same time, for the student to be considered registered, once they are accepted. **The Registration Fee is non-refundable and non-transferrable.**

## Tuition Fee – A Breakdown

Our Tuition Fee covers everything that a student will do as part of a normal school year, and therefore **includes**:

- learning in a self-directed environment with *exceptionally* low average class sizes of 8:1
- many typical fees usually itemized and added by other schools (e.g. book fee, physical education fee, etc.)
- all curricular field trips
- student ID card
- access to a locker
- music instrument rental
- one copy of the yearbook
- access to textbooks and other educational materials
- access to desktop computers and relevant software during school hours
- physical education including off-campus field trips and experiences that occur during normal school hours, within Alberta
- any and all optional, curricular for-credit courses offered by the School (e.g. art, programming, music, drama, foods)
- enhanced cleaning protocols mandated by Alberta Health Services

Our Tuition Fee does **not include**:



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- a student's personal laptop
- out of school or after school care
- transportation to and from the School
- after-school extracurricular clubs
- accommodations or food
- banquet tickets
- extra-curricular field trips that occur outside normal school hours, that are overnight, or that take place outside Alberta
- municipal transportation (i.e. Calgary Transit)
- graduation photographs
- Provincial Diploma Exam fees
- any special accommodations deemed by the School to be required for the student to function, as per the Admission Policy and Selection Procedures

## **Methods of Payment**

Our School utilizes an admissions, registration, and billing software portal called SchoolAdmin, which in turn uses Stripe as a payment processor. Fees may be paid by credit card, pre-authorized debit, certified cheque, money order, bank draft, bank wire, or e-transfer. **Certain fees may apply:**

- For any credit card payments, a 5% surcharge will be levied.
- For twice-yearly tuition fee payments, a 2.5% surcharge will be levied.
- For twice-yearly tuition fee payments *also made* with a credit card, a total 7.5% surcharge will be added.
- For monthly (10) tuition fee payments, a 5% surcharge will be levied.
- For monthly (10) tuition fee payments *also made* by credit card, a 10% total surcharge will be added.

## **Full / Part Time Status**

### **Elementary and Junior High Students**



All elementary and junior high students are required to attend full-time (Grades 1 - 9).

### **High School Students**

High school students (Grades 10 - 12) are encouraged to come full-time, although the School may approve a student to attend part-time. The Tuition Fee for high school students is computed on a pro-rated basis, corresponding to the percentage of time that the student is attending the School:

- One day per week is 40% of the yearly Tuition Fee
- Two days a week is 55% of the yearly Tuition Fee
- Three days a week is 70% of the yearly Tuition Fee
- Four days per week is 85% of the yearly Tuition Fee

### **Adult Students**

Adult students who are over-age (age 19 or older, by September 1<sup>st</sup> of the school year in question) are charged the Tuition Fee on a pro-rated basis, depending on time of attendance, in 20% increments, each representing one day a week.

- One day per week is 40% of the yearly Tuition Fee
- Two days a week is 55% of the yearly Tuition Fee
- Three days a week is 70% of the yearly Tuition Fee
- Four days per week is 85% of the yearly Tuition Fee

### **Payment of Tuition**

We offer three payment options:

1. **Single lump sum payment.** This must be received in full, less Deposit, by August 1<sup>st</sup> of the academic year in question. **Note:** If also paying with credit card, there is a 5% premium for using a credit card as a means of payment.
2. **Semester-based payment.** This requires half the Tuition Fee payment, less Deposit, due by August 1<sup>st</sup> of the academic year, and then the other half by January 1<sup>st</sup> of the academic year. Semester-based payments incur a 2.5% fee premium. **Note:** If also paying with



credit card, and over two installments, there is *also* a 5% premium for using a credit card as a means of payment.

3. **Ten installments.** Each being one-tenth the year's Tuition Fee, less Deposit, paid monthly by pre-authorized debit payments, or on a recurring credit card schedule, due on the 1<sup>st</sup> day of each month, for ten (10) months of the current academic year. There is a 5% fee premium for making Tuition payments over ten installments. **Note:** If also paying with credit card, and over ten installments, there is *also* a 5% premium for using a credit card as a means of payment, or 10% in total.

- a. The specific payments for the 10-month payment plan are as follows, less

Deposit, ***without a credit card:***

- JK, K, Grade 1: \$1,869/month
- Grades 2-6: \$2,079/month
- Grades 7-12: \$2,289/month
- Adult Students: \$2,814/month

- b. The specific payments for the 10-month payment plan are as follows, less

Deposit, ***with a credit card:***

- JK, K, Grade 1: \$1,958/month
- Grades 2-6: \$2,178/month
- Grades 7-12: \$2,398/month
- Adult Students: \$2,948/month

## **Tuition Discount Policies**

1. **Family Rate:** In order to help our families, tuition fees are reduced when a family has more than one child attending the School, at the following rate:
  - One student: Full fare
  - Two students: 10% reduction for both students' Tuition Fees
  - Three and/or more students: 20% reduction for all students' Tuition Fees
2. **Alumni Rate:** Children of Banbury Crossroads School alumni get a 50% discount off tuition.



## **Refund Policy**

Once the School has decided to admit a student, the parents of that student must commit to full-year attendance at the School. The signing parties are responsible for the full year's tuition. In addition, **no reduction or refund will be given from the Deposit, Registration Fee, or Tuition Fee, for any reason**, including, but not limited to temporary absence, early withdrawal, or dismissal.

## **Default of Payment**

Non-payment of fees may result in the student being suspended until payment is made. A service charge of \$150.00 will be levied on each NSF and/or returned payment. There will be a 5% interest charge levied on all fees that are 60 days or more overdue. In addition, after 90 days of non-payment, a collection agency will be involved, and/or legal action may be pursued.

## **Bursary Program**

The Banbury Crossroads School Society also runs a Bursary Program, administered by the Bursary Program Chair. The Society is a volunteer-run, charitable non-profit organization associated with the School. The Bursary Program must be applied-to, four months in advance of the start of a semester, and funds, and therefore spaces, are limited. Applications can be made to the Society via email.