



St. Patrick Catholic School

Tuition Policy and Agreement

2026–2027 Academic Year

This Tuition Policy and Agreement is effective for the **2026–2027 academic school year** and applies to all families enrolled at St. Patrick Catholic School.

TUITION CATEGORIES: (*New policy change for the 2026/2027 school year)

1. Active Registered Parishioners of St. Patrick Catholic Church

An **Active Registered Parishioner** is a Catholic family in which at least one parent or guardian is a baptized Catholic who:

- Is **registered** as a member of St. Patrick Catholic Church
- Is **current in the reception of sacraments**
- Has a **current Stewardship of Time, Talent, and Treasure form on file**
 - *(Form must be renewed annually each spring)*
- Faithfully fulfills parish stewardship commitments of **time, talent, and financial support**

Families who meet **all** of the above requirements qualify for the **Discounted Tuition Rate**.

Families who have not yet fulfilled their annual stewardship commitments will be contacted individually by the parish office before May 1st.

*** NEW - Parishioner status is verified annually.**

Families who do not meet or maintain these requirements will be charged the **Regular Tuition Rate** the following school year.

2. Non-Parishioners of St. Patrick Church

This category includes families who:

- Are **not registered members** of St. Patrick Catholic Church, or
- Do **not** have a current Stewardship of Time, Talent, and Treasure form on file
- Are **non-Catholic**

These families will be charged the **Regular Non-Parishioner Tuition Rate**.

TUITION RATES

- Tuition rates are available at **school.stpatlou.org**
 - **2026–2027 tuition rates** will be posted by **April 2026**
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WITHDRAWAL AND DELINQUENT TUITION POLICIES:

Withdrawal Policy

If a student is dismissed or a family formally withdraws their child(ren), tuition obligations are as follows:

Withdrawal Date	Tuition Owed
After June 15	1 month
After July 15	2 months
After August 15	3 months
After October 15	6 months
After December 15	Full tuition

Families are encouraged to maintain open communication with the **Business Manager** regarding financial circumstances. Our goal is to provide a Catholic education to every student who desires one.

TUITION PAYMENT RESPONSIBILITY:

The success of St. Patrick Catholic School depends on families' commitment to:

- Make Catholic education a **financial priority**
- Be actively involved in their children's education
- Make tuition and fee payments **on time**

Tuition payments are essential to maintaining a balanced budget and providing a high-quality educational and spiritual program.

If a family's financial situation changes due to circumstances such as illness, emergency, or job loss, the family must contact the **Business Manager as soon as possible**. Failure to do so may impact enrollment or future tuition assistance eligibility.

DELINQUENT TUITION PROCEDURES:

All tuition payments are managed through **FACTS**.

Returned Payments

- Returned payments will be **re-attempted twice** through FACTS.
- If unsuccessful, payment must be made **within five (5) business days**.
- Failure to do so will result in the account being considered **30 days past due**.

A valid payment account must be maintained in FACTS at all times.

If notified of an invalid payment source, families have **five (5) business days** to update their account.

30 Days Past Due

- Notification sent by FACTS and the Business Manager
- Family must contact the Business Manager **within 15 days** to resolve the issue or establish an alternate payment plan

60 Days Past Due

If an account remains unpaid and alternate arrangements are not fulfilled:

- Written notice will be issued
- A **face-to-face meeting** with the Business Manager is required
- Students may not pre-register or return the following year until the balance is paid
- **Report cards and transcripts will be withheld**

90 Days Past Due

If payment plans are not fulfilled:

- Finance Council will be notified
- Archdiocese of Louisville Finance Office will be informed
- Student(s) will be **withdrawn** from:
 - School
 - Preschool
 - After School Care
 - Extracurricular activities
- Re-enrollment is prohibited until balance is paid in full
- Report cards and transcripts will be withheld

NON-REFUNDABLE RE-ENROLLMENT, APPLICATION, & COMMITMENT FEES:

- **New Students:**

1. A non-refundable Application fee (\$225/\$275) is paid at time of submitting the application.
2. A \$300 non-refundable Commitment Fee is paid within 2 weeks of receiving an acceptance letter. The fee is then deducted from the tuition bill.

- **Returning Students:** A \$175 per child, non-refundable Re-enrollment fee is paid during the Re-Enrollment period in February.

- **Preschool Students:** A \$300 per child, non-refundable Program/Commitment Fee is paid within 2 weeks of receiving an acceptance letter to confirm your intention to enroll at St. Patrick Catholic School.

***New- HOW TO KEEP ACTIVE PARISHIONER STATUS EACH YEAR:**

(and receive the discounted tuition rate)

To receive the Active Parishioner tuition rate, families must complete these steps each year:

1. Complete Enrollment and Re-Enrollment

- **New students:** Submit an application by January 15.
- **Returning students:** Complete the re-enrollment packet during the February re-enrollment window.

2. Renew Stewardship

- Review your family's stewardship commitments.
- Submit a Stewardship Renewal Form in the spring, by May 1 (online submission is available).

Please note:

If the Stewardship form is not submitted by May 1, Active Parishioner Status will be removed and the Regular Tuition Rate will apply for the next school year.

What Stewardship Means

Being an active parishioner includes:

- Attending weekend Mass regularly
 - Supporting the parish financially
 - Sharing your time and talents when you are able
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Tuition Agreement

I acknowledge that I have received and read the tuition and payment policy. I understand the terms outlined in the policy, including the Active Parishioner vs Non-Parishioner Rate, payment amounts, due dates, late fees (if applicable), and refund or withdrawal conditions.

For Active Parishioner Status, I understand this status will be verified each spring. If it is found that a renewed Stewardship form is not on file, and/or the commitments made in the previous year are not met, it will result in the transition to the Regular Rate of tuition for the following school year.

By electronically signing this document, I agree to comply with the tuition policy and understand that failure to do so may result in consequences as described in the policy.