



# St. Mary Parish School

## Tuition Policy 2025-2026

### Tuition and Fees for the 2025-2026 school year:

	Non Parishioner Rate	Parishioner Rate
5K through 8th Grade Tuition		
First Child	\$6,965	\$5,225
Second Child	\$4,200	\$4,200
Third Child	\$3,860	\$3,860
Fourth Child or more	\$3,700	0
4K Full Day Fee	\$6,965	\$5,225
4K Half Day Fee	\$5,460	\$3,740
3K Full Day Fee		
5 Days per week	\$8,180	\$6,660
3 Days per week	\$7,210	\$5,750
2 Days per week	\$6,250	\$4,785
3K Half Day Fee		
5 Days per week	\$5,460	\$3,990
3 Days per week	\$4,885	\$3,415
2 Days per week	\$4,310	\$2,850
Playground Fee	\$48 / Child	\$48 / Child
8th Grade Graduation Fee	\$79 / Child	\$79 / Child
Technology Fee	\$84 / Child	\$84 / Child

### PAYMENT DUE DATE AND OPTIONS:

Tuition is paid through Blackbaud Tuition Management. The tuition contract must be completed online by **July 1, 2025**. There are two payment options available:

1. Pay in full by check or credit card by **August 1, 2025**.
2. Enter a monthly payment plan with automatic payments from either credit card or bank account.

### NON-PAYMENT OF TUITION OR OTHER FEES:

St Mary's is willing to work with parishioner families who are under financial pressure through our tuition assistance program. However, non-payment of tuition, lunch balances or other fees without good faith effort by the parents to contact us and continue making payments at the highest most diligent level they can afford may result in loss of enrollment at the the first semester break and / or the loss of privilege to register for the next year.



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#### PLEDGING PROCESS:

Pledges are made only to the Parish Operating Fund. It is from the Operating Fund that the Parish subsidizes the School. For the tax reporting of charitable giving, our annual pledge cycle follows the calendar year, not the school year.

**Note:** Setting up a monthly ACH transfer from your checking or savings account is considered an ongoing pledge of support until it is canceled by you. The ACH program allows you to avoid filling out a new pledge form every year because a monthly ACH is already considered an ongoing pledge of support.

#### TUITION ASSISTANCE PROGRAM FOR PARISHIONERS:

St. Mary families who are registered as parishioners, may apply to our Tuition Assistance Program for help with temporary financial difficulties for their kids in grades 5K through 8th grade. Registered parish families interested in applying for assistance should complete the application (available on the School Website) and return it to the Director of Administrative Services at the Parish Office no later than **June 1, 2025**. There is a limited amount of assistance available. Time is of the essence. Your application is kept in strict confidence. Receiving tuition assistance does not negate your stewardship responsibility to the Parish. You must still pledge your support and give as you are able. Fees are ineligible for tuition assistance.

#### TUITION, FEES AND TAX DEDUCTIONS:

Ask your tax advisor whether the tuition you pay for Kindergarten through 8th Grade is tax deductible for income taxes owed in the State of Wisconsin. Generally, amounts paid to private schools for pre-kindergarten (3K and 4K) are not deductible, so we classify them as fees paid, not tuition paid. You will receive a statement for tuition paid in the preceding calendar year from us in late January reporting these fees separately from tuition. Again, consult your tax advisor about what applies to your individual situation.

#### TUITION REFUND SCHEDULE:

Tuition refund is calculated based on the month in which the student is withdrawn and prorated based on the number of days of instruction received:

Prior to Start of School	August - December	January	February	March	April - June
100%	50%	30%	20%	10%	No refund

Parents will either receive a refund or may owe additional tuition depending upon when the child is withdrawn and the amount of tuition paid to the date of withdrawal. If a tuition refund requested, a \$150 administrative processing fee will apply.

#### SCRIP PROGRAM - USING GIFT CARDS TO SAVE ON TUITION COSTS:

Numerous families participate in our "SCRIP" program and save hundreds of dollars on their tuition bills. Simply buy gift cards from March of the present year through the following February for your favorite stores and restaurants and a portion of your purchase is credited toward your tuition bill in April.



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Unapplied tuition rebates (families with students who graduate or leave) will be credited to the Tuition Assistance Program for families in need.

### **PAYMENT DEFAULT:**

Tuition is a financial obligation of both parents. Families who fall behind on tuition payments should contact the Director of Administrative Services to work out a Tuition Payment Agreement. If there's financial difficulty, job loss or other circumstance, approach us in confidence. Simply not paying past due tuition or paying late causes your family to incur late fees. Families not paying tuition as agreed risk their enrollment status. St Mary reserves the right to take legal action to collect unpaid tuition or submit these debts to collection.

### **REGISTERING AFTER THE START OF SCHOOL YEAR:**

Families enrolling after the start of the school year, shall pay a prorated tuition amount based on the number of days their student(s) will attend St. Mary Parish School.