



Financial Policies

Kingsport Christian Academy meets its financial responsibilities solely through the financial commitment and donations of the participating families. We receive no subsidies from other sources. Therefore, the ongoing program is dependent on the timely fulfillment of each family's financial commitment. All classes are considered one-year classes and will be billed accordingly*.

Registration Fees: Due at the time the application is submitted.

All Registration fees are to be paid at the time of registration when submitting the Online Application for a new student or when submitting an Online Reenrollment form for a returning student through Family Portal. This fee is due for all students applying to the school, including those who will be placed on a waiting list. **A late fee of \$50 will be applied to all applications submitted after August 1st.** Registration Fees are **nonrefundable** upon the time of submission unless the school denies acceptance to the student or cannot accommodate the student a space in the desired class by August 1st.

Online Application- Fee New students

Prior to August 1	After August 1	# Students enrolled
\$65.00	\$115.00	1
\$55.00	\$105.00	2
\$45.00	\$95.00	3
\$35.00	\$85.00	4 +

Online Enrollment- Returning Students

Prior to August 1	After August 1
\$40.00 per student	\$90.00 per student

Tuition Payment Plans:

Payment Plan Options:

1. Annually: full payment due in August
2. Semi-annually: Semester 1 tuition is due in August and Semester 2 tuition is due in December.
3. Monthly: Payments will be made on an 8-month payment plan, August through March, however, if you prefer monthly payments but your application is received after August 1st, you will automatically be scheduled for a 7-month payment plan.
4. All tuition payments are applied in advance of services rendered. **Tuition payments are nonrefundable for any student who has been accepted into the program but later withdraws after the respective drop dates of August 1 and December 1. All outstanding tuition installment obligations will remain.**
5. Tuition payments will be made through your Family Portal account and will be based on your tuition plan (which is selected as part of your online application.) FACTS tuition plan enrollment fees are determined by the payment plan you select for your family and is determined by FACTS Tuition Management. The nonrefundable FACTS tuition enrollment fee will be automatically processed within 14 days of the agreement being posted to the FACTS system. **This fee is per family, NOT per student.** When enrolling multiple students, you will select the tuition plan while completing your first student's application and simply confirm the details for each additional student enrolled.

TUITION payment plan	ANNUAL	SEMESTER	MONTHLY
FACTS Tuition enrollment fee	\$25	\$25	\$55

General Financial Policies:

- (1) Any changes to your student's class schedule received by KCA after August 20th will result in an administrative fee of \$25.
- (2) For high school students wishing to drop a class after the semester begins, they have two options.
 - a. Drop the class - no refunds will be issued for the registration fees or tuition paid if a student drops the class after the semester has begun.
 - OR
 - b. Transfer to another class – This option is only available within the first two weeks of class and if there is space in the new class. If there is space in the class and the student transfers into the new class then any payments will be applied towards payment for the new class.
- (3) Payments are based on the date selected when you set up your tuition payment plan. The FACTS Tuition Management organization will assess a \$35 late fee for payment not paid within 5 days after the due date. A \$35 fee will be assessed to automatic payments that are returned after the 2nd failed attempt. We realize that extenuating circumstance can occur that will delay your payment. Please contact FACTS using your online account as soon as possible to make any alternate payment arrangements if necessary.
- (4) All accounts must be paid in full prior to registration for the next school year. Any student/family account with a balance at the time of registration will not be able to register for classes until paid in full.
- (5) Parents are responsible for purchasing textbooks and workbooks for each student. The school publishes curriculum lists on the school's website for each grade level. The curriculum lists provide a listing of all curriculum materials needed and where they can be purchased **before** the new school year begins.
- (6) Additional lab/material fees may be required for certain classes/courses. **These fees will show as a separate charge from your tuition.** Lab fees are billed in October. A supply list and booklist is also published on the school's website indicating what your student will need for each class. *All material and lab fees listed below are one-time fees and include all "specialty" supplies needed for each class. These items are purchased in bulk by KCA and distributed to students throughout the school year. All fees are non-refundable if a student drops the class after the official drop date has passed.*

Tuition Payment Options (per child)

Class Material/Lab Fees

TUITION	ANNUAL	SEMESTER	MONTHLY
1 st – 6 th * (1 class)	\$550	\$275	\$68.75
1 st – 6 th * (2 classes)	\$1100	\$550	\$137.50
1 st – 6 th * (3 classes)	\$1650	\$825	\$206.25
1 st – 6 th * (4 classes)	\$2200	\$1100	\$275.00
7th-12th (1 class)	\$720	\$360	\$90
7th-12th (2 classes)	\$1440	\$720	\$180
7th-12th (3 classes)	\$2160	\$1080	\$270
7th-12th (4 classes)	\$2880	\$1440	\$360
Study Hall	\$200	\$100	\$25

CLASS	FEE
Writing/Composition/Literature	\$45
Elementary Science	\$45
Elementary Art	\$55
Elementary Music	\$35
High School Art	\$55
Middle School Choir	\$45
General Science	\$45
Life Science	\$45
Physical Science	\$45
Biology	\$85
Chemistry	\$60
Anatomy & Physiology	\$100
Personal Finance	\$20

*American Government/Economics are each 1 semester classes. Students are automatically enrolled for both semesters. If your student only needs one of the classes, please contact Mrs. Carr.

*General Science is a 1.5-hour class and billed accordingly.