



VALLEY LUTHERAN HIGH SCHOOL

TUITION POLICY

2024-2025

At the beginning of each school year each parent/guardian is asked to review our tuition and fees schedule as well as this tuition policy and then complete and sign a Financial Contract. This is a contract between you (the parent/guardian) and Valley Lutheran High School. You will be expected to adhere to your commitment as designated on this Financial Contract. **Students will not be permitted to begin school until a completed Financial Contract is on file in our Business Office.**

We strongly urge each parent/guardian to keep in contact with our Business Office if a situation arises in your family. Arizona has School Tuition Organizations (STOs) as well as the universal empowerment scholarship accounts (ESAs) that provide scholarships for high school students. Our Business Office can be reached at extension 111 and is always available to be of assistance to you in coordinating your application process.

Priority of payments: Payments are applied to any tuition due first then any activity fees or other; regardless of noted designation. If your tuition account is not up to date; your student may be unable to participate in sports, interim, etc.

Late Tuition Policy -

- #1 When an account is 30 days behind, a hold will be placed on grades/report cards until the parent/ guardian can make arrangements to bring the account up to date. We realize scholarships may be assisting you with tuition; but accounts will require a regular monthly payment by the parent/guardian.
- #2 If the account reaches 60 days behind, the student may be dismissed from school until the account is brought current.
- #3 A student will not be allowed to complete and take their final exams until the account is current. Official transcripts will reflect "I" Incomplete grade until the account is paid in full.
- #4 Seniors will not receive a diploma and the official transcript will reflect "I" Incomplete for finals not taken or classes not paid for.
- #5 Students with unpaid balances from the previous school year will not be re-registered until the past balance is paid in full. Accounts past 90 days are subject to being sent to a collection agency and/or small claims court.
- #6 Monthly payments are due by the 5th of each month with a late fee being assessed for any payments received after the due date.
- #7 Account balances being paid by credit card or ClassWallet transaction will charge a convenience fee to the student account.

Again, we urge each family to stay in contact with our Business Office as unanticipated financial situations arise.