

HERITAGE CHRISTIAN SCHOOL

22081 Hidalgo
Mission Viejo, CA 92691
Telephone: (949) 598-9166 Fax: (949) 598-1892
www.heritagechristianschool.com

Dear HCS Parents,

Thank you for your commitment to Heritage Christian School. As we look to next school year and beyond, we are so grateful to the Lord for His faithfulness. As you may know, our school wide theme for this school year is, "The Fruit of the Spirit" (Galatians 5:22-23). This passage is a wonderful reminder that as we give the Holy Spirit more control of our lives, He continues to do in and through us what only He can do-to shape us and grow us to look like Jesus. This is truly our desire for Heritage Christian School.

We are excited to inform you that the details are being finalized for a long-term lease with Reverence Bible Church. Because RBC strongly supports and believes in the mission and ministry of HCS, they have graciously agreed to substantially reduce the amount of rent as well as approve the addition of more play equipment, additional fencing, permanent signage, a permanent Library and a permanent Tot Lot for our Preschool. In addition, our Jr High and High School will also remain at Arbor Christian Fellowship. To accommodate our growth, we will continue the development of the Arbor campus as we expand by adding necessary classrooms and facilities.

Enclosed is your 2019-2020 Re-Enrollment Packet which includes the new Tuition and Fees schedule. You will notice that the Registration and Book Fees has been reduced from \$350 to \$250, the Scrip Fee is no longer required and there is a modest increase in tuition rates, which will help offset the rising costs of fixed expenses, supplies and materials, and the important need to equitably compensate our teachers and staff. As a fully accredited school, we are committed to providing a quality Christian School that is affordable.

In keeping with tradition and our commitment to our current families, our HCS families will be given top priority in the registration process. Re-enrollment dates for current families will be from Friday, February 1st through Thursday, February 14, 2019. Current families who register during this time frame will receive a discounted Registration Fee of \$150 per student. Please complete and submit with **payment** your Re-Enrollment Agreement Form to the school office on or before Thursday, February 14, 2019. Please note that we are projecting our biggest enrollment growth in the history of HCS, so please be sure to secure your child's spot on next year's class rosters as soon as possible!

Again, thank you for your commitment to Heritage Christian School!

Love makes all the difference,



George Gay, MAED
Principal, Heritage Christian School
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Mission Viejo, CA 92691
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HeritageChristianSchool.com

...I will make your faithfulness known through all generations Psalm 89:1

2019 – 2020 Tuition & Fees Schedules

Kindergarten – 8th Grade

Registration Fee	\$250 for oldest student, \$200 for each sibling— non-refundable , due upon enrollment. **Returning Families—Enroll by February 14, 2019 and pay only \$150 per student**
Book/Materials Fee	\$250 per student— non-refundable , due by June 1, 2019 or upon enrollment thereafter.
Annual Tuition K – 6 th Grade 7 th – 8 th Grade	\$8,950 per student*—see Enrollment Agreement for payment options. \$9,485 per student*—see Enrollment Agreement for payment options.

High School- 9th and 12th Grade

Registration Fee	\$250 for oldest student, \$200 for each sibling— non-refundable , due upon enrollment. **Returning Families—Enroll by February 14, 2019 and pay only \$150 per student**
Book/Materials Fee	\$250 per student— non-refundable , due by June 1, 2019 or upon enrollment thereafter.
Annual Tuition	\$10,410 per student*—see Enrollment Agreement for payment options.

Heritage Harbor (Before & After School Care) Rates

Before School	\$65 per student, per month—7:00 am–8:30 am
After School	\$160 per student, per month—3:00 pm – 6:00 pm
Before & After School	\$200 per student, per month—7:00 - 8:30 am, 3:00 – 6:00 pm
Occasional Use	\$20 per any part of an hour, per student

*A 10% sibling discount will be given beginning with 2nd oldest sibling's tuition amount.

*A 5% discount will be given if yearly tuition is paid in full by 7/1/19.

2019 – 2020 Re-Enrollment Agreement

Date: _____

Student Information

K-12th Student(s) Name: _____ Grade 2019-2020: _____ Date of Birth: _____

K-12th Student(s) Name: _____ Grade 2019-2020: _____ Date of Birth: _____

K-12th Student(s) Name: _____ Grade 2019-2020: _____ Date of Birth: _____

E-Mail Address to be used for Billing: _____

Parent Information

Mother/Guardian: _____ Resides with Student? Y N Financially Responsible? Y N

Address: _____

Home Phone: _____ Cell Phone: _____ E-Mail: _____

Father/Guardian: _____ Resides with Student? Y N Financially Responsible? Y N

Address: _____

Home Phone: _____ Cell Phone: _____ E-Mail: _____

Financial Information

Heritage Christian School is a non-profit organization and the budget is projected solely on the basis of the tuition, fees and gifts of the parents. As such, I/we agree to the following financial terms and conditions:

1. Enrollment Fees—I/We agree to pay the following annual Enrollment Fees for the 2019-2020 school year:

Registration Fee—Due with Enrollment Agreement

K – 8 th grade	\$250/yr. oldest student, \$200/yr. each sibling
	Enroll by February 14, 2019 and pay only \$150 per student
High School (9 th - 12 th)	\$250 per student
	Enroll by February 14, 2019 and pay only \$150 per student

Book/Materials Fee—Due June 1, 2019

K – 8 th grade	\$250 per student	_____ Initials
High School (9 th - 12 th)	\$250 per student	

2. Tuition

K – 6 th grade	\$8,950
7 th – 8 th grade	\$9,485
High School (9 th - 12 th)	\$10,410

**For multiple students, calculate the oldest student's tuition at full price and each additional sibling's tuition at 10% less than the amounts indicated above.

I/We agree to pay the annual tuition of \$ _____ in the following manner:

Payment in full (subtract 5% from annual tuition if payment is received by July 1, 2019)

10-month payment plan (September 1, 2019 – June 1, 2020)

_____ per month (divide annual tuition amount by 10)

We wish to apply for Financial Assistance through the FACTS Grant and Aid Program (Financial Assistance Registration completed by April 1, 2019 will have priority consideration)

_____ Initials

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3. **Heritage Harbor (before and after school care)**—If your student(s) will require before or after school care, please indicate below. I/we agree to pay the following monthly charges beginning September 1, 2019 and each consecutive month thereafter while care is utilized during the 2019-2020 school year:

- | | | | |
|--|-------------------|---|-------|
| <input type="checkbox"/> Before school | 7:00 AM - 8:30 AM | \$65 per month, per student | _____ |
| <input type="checkbox"/> After school | 3:00 PM - 6:00 PM | \$160 per month, per student | _____ |
| <input type="checkbox"/> Before and After school | | \$200 per month, per student | _____ |
| <input type="checkbox"/> Occasional Use | | \$20 per any part of an hour, per student | _____ |

Initials

4. **Absences/School Closures**—I/We understand that tuition is due in full regardless of absences or school closures (please refer to School Calendar). _____

Initials

5. **Holiday Day Care**—I/We understand that HCS is closed for certain holidays throughout the school year (please refer School Calendar) and that when Holiday Day Care is offered, there will be an additional charge of \$50 per day and pre-registration and pre-payment is required. No drop-ins will be allowed. _____

Initials

6. **Delinquent Accounts**—I/We understand that payments received after the 5th of each month will be considered late and are subject to a \$50 late fee. Any account, which becomes thirty days delinquent from the first of each month, will result in the suspension of services until the account is paid in full. All accounts and obligations to the school must be satisfied before a student can be re-enrolled for the next school year. _____

Initials

7. **Returned Checks Fees**—I/We understand that if a check is returned to HCS by the bank for any reason, your account will be charged a \$25 returned check fee. If more than three checks are returned during any given school year, you will be required to make payments by cash, cashier's check or credit card only. _____

Initials

8. **Early Withdrawal**—I/We understand that enrollment to HCS is an annual commitment. In the case where withdrawal before the end of the academic school year is necessary, the following policies will apply:

- You must notify the school office in writing if you plan to withdraw your child(ren). Your child(ren) will be considered enrolled and you will be responsible for tuition until this notice has been turned in.
- You will be responsible for the full month's tuition for any month or any part of a month in which your child(ren) are enrolled in school.
- Any prepaid tuition will be prorated and a refund given provided all other fees and accounts are paid in full.

Initials

We have read all of the above information and are in full agreement with all terms and conditions.

Parent/Guardian Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

If more than one parent/guardian is financially responsible for enrolled student(s), both must sign this agreement.

ANY ITEMS NOT FILLED IN COMPLETELY OR INITIALED, WILL DELAY THE ENROLLMENT PROCESS.

Recurring Credit Card Authorization Form (Optional)

Tuition can be automatically debited from your credit card each month. However, there is a 3% transaction fee for this service. If you opt for this automatic credit card deduction, please complete the following information:

I, _____, authorize Heritage Christian School to debit the Visa, Mastercard, or American Express listed below on or around the first of every month in accordance with my tuition payment schedule for _____, detailed in my Enrollment Agreement:
(Child's Name)

Monthly Tuition	\$ _____
Monthly Extended Care Fees	\$ _____
3% Credit Card Transaction Fee	\$ _____
*Total Monthly Debit	\$ _____

*If there are drop-in Extended Care fees added to your account during any month, these will be debited to your credit card as well.

Name on Card: _____

Billing Address: _____

Card Number: _____

Expiration Date: _____ CCV (3-digit) code: _____

Additional Charges I would like automatically debited from my credit card:

Registration Fee \$ _____ Date to debit _____ upon enrollment

Book/Materials Fee \$ _____ Date to debit _____ due by June 1, 2019 or upon enrollment

Gift Card Opt Out \$ _____ Date to debit _____ due by September 1, 2019 or upon enrollment

Signature: _____ Date: _____