



New Harvest Christian School

2023/2024 Monthly Tuition Payment Schedule and Penalties

All tuition payments are to be made through the tuition processing company, FACTS, in accordance with their terms and conditions. **All families must register for a FACTS account***.

FACTS will collect your monthly payment on your scheduled payment day. If the funds are not available, FACTS will charge you a Non-Sufficient Funds (NSF) Fee of \$30 that will be added onto your balance. FACTS will make a 2nd attempt to collect your payment, plus the \$30 NSF fee approximately 10 days later. If the funds are still not available, FACTS will apply another \$30 NSF Fee, and you will now also be charged a \$20 late payment fee from NHCS. All will be attempted to be collected again in approximately 10 more days. FACTS will email a payment reminder before each attempt. See below for an example break down of deductions...

(1st Attempt) Your specified deduction date ~ FACTS will collect tuition payment. If the funds are not available...

(2nd Attempt) Approx. 10 days after 1st attempt~ FACTS will collect tuition amount + \$30 (FACTS NSF Fee). This does not include your bank's NSF Fees. If the funds still are not available...

(3rd Attempt) Approx. 10 days after 2nd attempt (on or around your regularly scheduled next month's due date)~ FACTS will collect this month's new tuition + Last month's tuition + \$30 FACTS NSF Fee + another \$30 FACTS NSF Fee for the 2nd returned funds + NHCS Late Fee of \$20. This does not include your bank's NSF Fees.

If, after the 3rd attempt (30 days late), there has been no communication with the school office or payment resolution agreement made, *your child will be suspended from school* effective the next school day until the balance is paid in full or a payoff agreement has been made.

If you know the funds will not be available for debit, contact the Office at least 5 business days before your scheduled deduction and we will work with you to avoid these penalties!

I acknowledge my student(s) will be suspended from school if my account is more than 30 days delinquent, effective the next school day. **Initials:** _____

I acknowledge my student(s) may not attend field trips or participate in extracurricular activities if my account is delinquent. **Initials:** _____

I acknowledge that my account must be paid in full by the last day of school to avoid being taken to collections. **Initials:** _____

Signature **Date**

*The only exceptions to the FACTS account requirement will be made upon approval of the Administration. You must show demonstrated need for this very rare exception (example: no bank account) and you must agree to pay an extra 4% to cover the administration costs. Please see the business office for an application for invoice payments.