



New Harvest Christian School  
**2025/2026 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.**

Your FACTS payment account includes an automatic tuition plan AND a separate incidentals plan reserved for special invoicing (extended care, volunteer hours, athletics, etc).

**Tuition Payments- automatic**

FACTS will automatically collect your monthly tuition payment on your scheduled payment day. If the funds are not available, FACTS will add a Non-Sufficient Funds (NSF) Fee of \$30 to your balance. FACTS will make a 2<sup>nd</sup> 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.

**Incidental Invoices/Payments- NOT automatic**

Invoices for incidental charges are emailed to the address you have on file with FACTS and are due 10 days after being uploaded. You must click on the invoice or log in to your FACTS account to approve payment unless you've enabled the automatic payment feature for this account. If the invoice isn't paid on time, FACTS will add a \$20 Late Fee to your balance. If you enable the automatic payment feature for this account and the funds are not available, FACTS will apply a \$30 NSF fee to your balance in addition to the \$20 NHCS Late Fee.

If any financial payment is 30 days late and 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 any financial 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**