

**Artios of Greenville
Financial Policy and Tuition Agreement
2016-2017 School Year**



Artios of Greenville Academy, Plus Clubs, Conservatory, Preparatory Academy and Studios



Registration:

All registration fees are due at the time of registration either through the registration site or during your scheduled appointment. For those who choose to pay their entire balance at or within 15 days of their registration appointment, a 5% discount on the tuition fees will be applied to your balance as long as the 15-day window is prior to June 1, 2016. *(This discount excludes registration, insurance, and facility fees)*

Due to limited space, students cannot be guaranteed a spot in the Artios Programs until registration is paid in full.



Payment Options:

We are happy to offer you a variety of Tuition payment options to work with your budgets!

Artios Greenville accepts payments by cash, check, PayPal* and Credit Card through Pay Pal.* (*minimal additional fee)

- **Early In-Full Payment:** All balances paid in full within 15 days of registration and before June 1 will receive the 5% discount. Thank you!
- **One Payment:** Balance Paid in full by August 1, 2016
- **Semester Payments:** Two equal payments due Aug. 1st & Jan. 1st
- **Quarterly Payments:** Tuition spread into 4 equal payments due quarterly. (Aug, Oct, Jan, & March)
- **9 Months:** Equal payments August through April
- **9 Months:** Equal payments September through May
- **10 Months:** Equal payments July through April
- **11 Months:** Equal payments July through May



Financial Aid:

Artios is an exceptional program. To assure sound financial stewardship we now offer limited financial aid for those who qualify. If the Lord has laid on your heart the desire for your child(ren) to be part of the Artios family and program and there is a financial need, we would like to offer the possibility of financial assistance.

If you are in legitimate need of Financial Aid, please fill out the Financial Aid application in its entirety and include non-returnable copies of the requested information and financial records. Your application will be confidentially reviewed and filed. You will be informed by July 30, 2016 as to whether you qualify and/or the amount of assistance for which you qualify.

****We regret that Artios Studio lessons do not qualify for a discount or scholarship.**

-Scholarship funds are limited.



Financial Stewardship Policy:

- ☞ Tuition payments are due on the first of the month.
- ☞ All monthly tuition payments not received by the 10th of each month (unless you have a different due date previously established with our office) will be assessed a \$25 late charge without fail.
- ☞ All late monthly tuition payments not received by the 20th of the month will be assessed an additional \$25 late charge.
- ☞ If an account becomes 45 days late, the student will no longer be able to attend classes until the account is brought current or a suitable payment arrangement is established. The annual tuition will still be due in full as stated in our financial policies.
- ☞ Once enrollment has been suspended, an automated payment plan by credit card will be required.
- ☞ Accounts that are 60 days past due will be asked to withdraw from the school and enrollment terminated. The annual tuition will still be due in full as stated in our financial policies.
- ☞ Official transcripts, recommendation letters, records, and grades will not be released to parents, homeschool associations, or sent to other schools or colleges for any student with outstanding balances due to Artios.
- ☞ Registration for the following year will not be allowed unless the family account with Artios is current.
- ☞ A \$36 charge will be assessed for each insufficient funds check.



Tuition Refund Policy:

- ☞ Because Artios Academies of Greenville must make a full year financial commitment to its faculty prior to the school year, once registered, your students are enrolling for the entire 2016-2017 school year. All registration, insurance, facility and supply fees are non-refundable. Initial: _____
- ☞ After classes begin there will be no refunds for tuition and **you are contractually responsible to pay all tuition in full regardless of whether or not your student remains in the program for the full year.** *(This includes, but is not limited to deciding that Artios is not the "right fit" for your child, enrolling in another program, realizing a financial over-commitment, disapproval of an aspect of the program, disagreement with a casting decision, disappointment with a competition result, etc.)* Initial: _____
- ☞ Understand that Drop/Add week is not a window for refunds on program or class withdrawal. Students may switch a class with Admin approval. Any remaining money paid will be applied as a credit to your account.
- ☞ All Classes are subject to a minimum number of enrolled students. If a class is cancelled due to lack of enrollment, you will have the opportunity to select another class.
- ☞ Acceptance to the Conservatory or Preparatory programs is contingent upon successful interview. Conservatory students must also complete an audition. If the student is not accepted, the registration and other fees already paid will be refunded less a \$75 processing fee.
- ☞ The only exceptions to this refund policy are the death of a parent, verified unexpected unemployment after the registration commitment has been made, or a move 50 miles or more away from our Artios Academies of Greenville location after enrollment. Initial: _____
- ☞ All invoices must be paid in full, regardless of attendance or withdrawal of program. The only exception to this policy is in the event of the death of a parent, verified unexpected unemployment after the registration commitment has been made, or a move 50 miles or more away from our Artios Academies of Greenville location after enrollment. Initial: _____



Tuition Payment Agreement

I, _____, accept the terms set forth in the Artios
(Financially Responsible Party)

Academies of Greenville Financial Policy and Tuition Agreement. I also agree to the following payment plan: (check one)

- **Early In-Full Payment:** 5% discount (Paid within 15 days of registration.) *Not valid after June 1, 2016.*
- **One Payment:** Balance paid in full by August 1, 2016.
- **Semester Payments:** Two equal payments due August 1, 2016 & January 1, 2017.
- **Quarterly Payments:** Tuition spread into 4 equal payments due quarterly. (Aug, Oct, Jan, & March)
- **9 Months:** Equal payments August through April.
- **9 Months:** Equal payments September through May.
- **10 Months:** Equal payments July through April.
- **11 Months:** Equal payments July through May.

(Please initial)

- I understand that all payments must be paid on, or in advance of, the first day of the month, and that my account must be current before any records will be released.
- I understand that I will not receive a bill, although Artios of Greenville may send out monthly statements as a courtesy. However, it is my responsibility to make payments regardless.
- Should I experience any circumstances that would affect my prompt payment, I will take the initiative to contact Artios, make them aware of the circumstances and work out an adjusted payment scenario.
- Failure to meet my payment schedule will result in late fees and may ultimately result in dismissal of my child(ren). I would remain contractually liable for the entire remaining outstanding balance, despite dismissal.
- I will remain contractually liable for the entire remaining outstanding balance, despite voluntary withdrawal from program unless I meet the following; death of a parent, verified unexpected unemployment after the registration commitment has been made, or a move 50 miles or more away from our Artios Academies of Greenville location after enrollment.

(Financially Responsible Party)

(Artios Financial Administrator)

(Parent/Guardian signature)

(Date)