

AGBU Vatche & Tamar Manoukian High School
Financial Policies
2018-2019

TUITION AND FEES

Tuition	\$7,600
Early Registration (Payable by: March 2, 2018)	\$ 650
Registration Fee	\$ 800

PAYMENT AGREEMENT FORM

The Payment Agreement Form (part of the registration document) becomes effective when the application process is complete, the student has been accepted and is enrolled in classes. The parent is deemed responsible for the entire fee for the year, even if the student withdraws or is dismissed by the school. As stated in the enrollment agreement, the obligation becomes fixed and irrevocable. The registration fee is also non-refundable.

By signing the Payment Agreement Form, the parent agrees to accept all applicable conditions as outlined.

PAYMENT OF TUITION

The school tuition is an annual fee, payable in monthly installments, payable on the first day of every month, August – May. It is the parents' responsibility to ensure that tuition fees are paid on time. All payments will be made via Smart Tuition. No cash payments will be accepted.

The school reserves the right to take legal action against all unpaid tuition accounts. The school also reserves the right to withhold students from classes, final exams, and/or school activities if financial obligations become delinquent more than 60 days. Furthermore, report cards, diplomas and transcripts will be held until all financial obligations are met.

LATE PAYMENTS AND CHARGES

After a ten (10) day grace period, a late charge of \$40.00 will be applied to all delinquent accounts on the 11th day of each month. Tuition accounts will be considered past due if there is an unpaid balance as of the 11th of the month regardless if this falls on a weekend or holiday.

INSUFFICIENT FUNDS

There will be a \$30 service charge on all returned checks. The payment will be re-attempted 10 days later. If the re-attempt fails, an additional \$30 will be assessed to your account.

CREDIT CARD TRANSACTION FEE

Smart Tuition accepts credit/debit cards including American Express, MasterCard, Visa, and Discover. Each time a card is used to pay tuition or other fees, the bank charges the school a fee. A 2.85% processing fee will be charged per transaction for American Express, Visa, MasterCard and Discover. This will be added to your balance due and charged to your credit card.

TUITION ASSISTANCE

AGBU Vatche & Tamar Manoukian High School is committed to providing access to a college preparatory Armenian high school for all qualified applicants. We seek students who are committed to excellence in academics, leadership, their Armenian heritage, and school spirit. The tuition assistance program is designed to enable such students to attend AGBU MHS, when they might not otherwise do so based on financial reasons.

Each year, there are more applications than available funds in the budget. While the budget cannot meet the needs of everyone, all interested students are encouraged to apply.

Important Facts Regarding Tuition Assistance

- The cost of attending AGBU MHS is less than half the tuition rates of comparable college preparatory high schools in the Los Angeles County.
- The cost per student is only partially covered by the tuition paid by students and parents. The remaining cost per student is subsidized by the school.
- Since its inception in 2006, the school has been committed to serving all qualified students in our community, regardless of ability to cover the cost of tuition.
- Tuition Assistance grants are awarded on the basis of parental financial need. In evaluating the amount of assistance needed to meet tuition costs, the Tuition Assistance Committee takes into account the family's other children, additional dependents, all sources of income, debts and expenses.
- Renewal of grant is based on continued financial need, and new forms and tax returns must be submitted each year. All tuition assistance awards are contingent upon payment in full of the prior year's account.
- It should be understood that lifestyle choices that result in increased expenses or decreased income cannot be underwritten by the tuition assistance awards program at AGBU MHS.
- In the case of divorced or separated parents, both parents must submit financial statements and copies of tax forms. If both parents do not submit forms, the application will be considered incomplete and will not be considered by the Tuition Assistance Committee.
- All incomplete applications will not be accepted for review.
- Approximately 10% of the school budget is dedicated to tuition assistance and is awarded on first come first served basis.
- All applications are reviewed thoroughly by a tuition assistance committee.
- Tuition assistance is given towards tuition fees only. All other fees must be paid in full.
- The 2018-2019 school year tuition assistance application process begins on February 1, 2018. To obtain an application for tuition assistance, please apply on our Website agbumhs.org, under Admissions, click on Apply for Tuition Assistance.