

BALDWIN SCHOOL OF PUERTO RICO

TUITION AND REGISTRATION FEES

2020-21 ACADEMIC YEAR

A. NEW PROSPECT- APPLICATION FEE

Completion of an Application is required. This includes the Application Processing Fee of **\$150. This fee is non-refundable.**

B. REGISTRATION/RE-ENROLLMENT FEES

The Registration/Re-Enrollment Fees, **Non-refundable, non-transferable**, consists of:

- **Tuition down payment** - Per student. Once a year. This Down payment will be deducted from the first tuition cost payment/invoice. All grades. See table for amount.
- **Initial Enrollment Fee** - Per family. Onetime fee. All grades. **\$2,000.00.**
- **Registration Fee** – Per student. Once a year. PK – 12. Does not apply to PPK. See table for amount.
- **Building and Ground Facilities Fee** – Per family. Once a year. All grades. See table for amount.
- **Technology Fee** – Per student. Once a year. All grades. See table for amount.
- **Materials (OECC)** – Per student. Once a year. Grades PPK – K. See table for amount. The fee includes materials, pocket folders, and backpack.
- **Testing Fee** – Per student. Once a year. Grades 1-5. See table for amount.
- **Organizer (SONS)** – Per student. Once a year. Grades 1-5. The fee includes all student notebooks, folders, and agenda. See table for amount.
- **Class Fees and Reading Fee** – Per student. Once a year. Grades 1-12.

Re-Enrollment **deadline is February 21, 2020.** A per student late fee will be charged **after March 1, 2020** of \$300.00, **April 1, 2020** of \$400.00 and **May 1, 2020** of \$500.00 thereafter.

Fees and tuition down payment are non-refundable and non-transferable; please refer to the Enrollment Agreement (contract) section # 7.

C. REGISTRATION AND TUITION FEES FOR 2020-21 (TABLE)

Grade	At Enrollment							Tuition Down pmt.	Tuition Cost		
	Fees						Classes & Misc. Fees		1 Pmt.	2 Pmts.	4 Pmts.
	Registration	Building	Technology	Materials	Testing	Organizer					
PPK		\$2,200	\$300	\$250				\$1,000	\$9,315	\$9,596	\$9,646
PK	\$400	\$2,200	\$300	\$250				\$1,000	\$10,920	\$11,248	\$11,301
KD	\$400	\$2,200	\$300	\$250				\$1,000	\$10,920	\$11,248	\$11,301
1	\$400	\$2,200	\$300		\$20	\$45	\$125	\$1,000	\$12,228	\$12,596	\$12,656
2	\$400	\$2,200	\$300		\$20	\$45	\$125	\$1,000	\$12,228	\$12,596	\$12,656
3	\$400	\$2,200	\$300		\$20	\$45	\$50	\$1,000	\$12,228	\$12,596	\$12,656
4	\$400	\$2,200	\$300		\$20	\$45	\$50	\$1,000	\$12,880	\$13,266	\$13,326
5	\$400	\$2,200	\$300		\$20	\$45	\$50	\$1,000	\$12,880	\$13,266	\$13,326
6	\$400	\$2,200	\$300				\$75	\$1,000	\$12,880	\$13,266	\$13,326
7	\$400	\$2,200	\$300				\$75	\$1,000	\$13,699	\$14,108	\$14,180
8	\$400	\$2,200	\$300				\$250	\$1,000	\$13,699	\$14,108	\$14,180
9	\$400	\$2,200	\$300				\$75	\$1,000	\$13,699	\$14,108	\$14,180
10	\$400	\$2,200	\$300				\$75	\$1,000	\$13,699	\$14,108	\$14,180
11	\$400	\$2,200	\$300				\$250	\$1,000	\$14,488	\$14,921	\$14,995
12	\$400	\$2,200	\$300				\$250	\$1,000	\$14,488	\$14,921	\$14,995

Note: Tuition down payment will be applied to your 1st tuition installment, due on May 1st.

D. TUITION DISCOUNT

- Families with **two (2) students** will receive a **\$200 discount per student.**
- with **three (3) students** a **\$400 discount per student.**
- with **four (4 or more) students** a **\$600.00 discount per student.**

The fee is prorated towards your tuition depending on the payment term selected.

E. DUE DATES/PAYMENT SCHEDULE:

Invoices are made available at the Veracross Parent Portal **30 days prior to every due date**, as required by law. Invoices due dates are specific dates. You may follow these dates also through our Calendar and/or in our weekly Campus Connection Newsletter. To see your invoice, you may access your account at anytime logging into the **Veracross Parent Portal** on our web page www.baldwin-school.org. Click on "MY BWN", under the column at your right side window DOWNLOADS you will see the Veracross link.

One payment option is due on or before: If paid by due date an additional 1.5% discount apply

- **May 1, 2020**

Two payment options are due on or before:

- **May 1, 2020** and **December 1, 2020.**

Four payment options are due on or before:

- **May 1, 2020, August 1, 2020, October 1, 2020, and December 1, 2020.**

Payments can only be made on the Veracross Parent Portal. For questions or doubts please contact the Business Office at extension 231 or 213.

F. OTHER PAYMENT OPTION-SALLIE MAE

Sallie Mae's K-12 Family Educational Loan provides flexible options for families who need additional funds to pay for private education beyond financial aid, personal savings, or traditional payment plans. Get the money you need for tuition, books, computers, musical instruments, sports, room and board, and extracurricular activities. With competitive interest rates the K-12 Family Educational Loan helps you design a payment solution that works for you.

Apply Today!

SallieMae.com/K12

G. ADDITIONAL FINANCIAL INFORMATION

1. Returning families enrolling **after February 21, 2020** are considered **late enrollments**.

All families enrolling after **May 1, 2020** for the 2020 - 2021 academic year must pay the remaining **tuition costs/first invoice payment** (depending on the payment frequency chosen) and it will **be due 30 days after enrollment date**.

All families who enroll after **August 1st** for the first semester of the 2020-21 academic year must pay the **tuition and registration fees required for enrollment and the full first semester tuition costs**. **Only One time** and **Two time** payment option will be available.

If **One time** payment option is chosen, full year must be paid at enrollment date. If **Two time** payment option is chosen, first payment due date is at enrollment and second payment due date is on or before December 1, 2020.

2. The presented **Due Dates Schedule** of Tuition and Registration Fees forms part of the Enrollment Agreement signed between the School and the parent(s) or legal guardian(s). Parent(s)/Guardian(s) that does not follow this established schedule may lose the right to re-enroll for the next school year. The school will reserve the rights.

3. The school depends upon its collection of payments from parents in order to meet its obligations and manage its cash flow. Parents who foresee difficulties in making their payments on time are urged to contact the Finance Office. **The school policy with respect to delinquent accounts where no other mutually satisfactory arrangements have been made is to withhold grades, transcripts, Managebac account access and/or where appropriate, to deny admission or readmission to classes**. Students will not be permitted to enter the classroom for the first day of classes, of each academic semester, if there is an outstanding balance in the corresponding school account. Cash payments **cannot exceed an amount of \$10,000.00 within a calendar year**, as per IRS Ruling #8300.

4. All **past due accounts** will be assessed a late fee on unpaid balances. **All unpaid balances after due dates are considered late**. The late fee to be assessed will be computed using the prevailing interest rate at the time such debt is due and payable as established by Puerto Rico's Office of the Commissioner of Financial Institutions for Judicial Judgments. Late Charges will be assessed after **the 5th day of the due dates**. Also, if by the next billing cycle the prior invoice is still due, late charges will be applied.

5. A fee of \$50 will be assessed on all **returned checks** or direct debits rejected by the bank due to insufficient funds. The School reserves the right to cancel the privilege of paying school fees using a personal check in the presence of a returned check by the bank. A Manager Check will be required after the first returned check.

H. IB DIPLOMA PROGRAM

This program is a required program for students in grades 11th and 12th. **Full Diploma candidate's** fee is **\$1,033.00** per student. **Baldwin School will subsidize a portion of \$400.00**, candidates/parents are responsible for the remainder of **\$633.00**. The Full Diploma candidates fee includes 6 exams and for the Certificate candidates 1 examination. The cost for the **Certificate candidate's** exam is **\$119.00** per exam. A notification will be sent to parents when invoice is available at the Veracross Parent Portal.

I. AFTERCARE

Our Aftercare Program is offered to the students in the Oxman Early Childhood Center and the Elementary School until 5:30pm sharp.

Costs are: **Daily \$20.00, Weekly \$100.00, and Monthly \$200.00**. A penalty of \$20.00 for each half hour or for any fraction of a half hour will be assessed for any child left after 5:30pm. **Invoice will be available at the Veracross Parent Portal on or before the 15th day after the consumed month.**

For more information you may contact the Finance Office at (787) 720-2421 ext. 231.

J. BOOKS AND SUPPLIES

New textbooks, workbooks and lab books will be on sale at **Libreria Contemporanea** prior to the start of school. Libreria Contemporanea consists of three bookstores, strategically located in Bayamon, Caguas and Carolina. Books and supplies list along with Physical location of the three bookstores, email address, phone numbers, and hours of operation will be available in our web page under **MY BWN** as of May 15th.

K. SCHOOL HEALTH PROCEDURES AND FORMS

The Physical Examination and Health Assessment Form, **required to be updated annually**, must be in the child's file on or before **May 1, 2020**. Students that do not have the medical documents in their files will not be allowed to commence classes. All families that **re-enroll** their child(ren) into grades Pre – Kinder to 3rd grade for the 2019-20 academic year are required to submit an **annual hearing and eye exam**. As stated in **Puerto Rico Law # 63 of August 3, 2017 students in grades Kinder, 2, 4, 6, 8, and 10** must have a Dental Health Certificate form in their files before the commencement of classes.

L. TRANSPORTATION

Transportation is available by **independent drivers**, subject to a minimum demand of 10 students. The areas covered are limited. Prices vary according to the area. For more information you may contact the Finance Office at 787-720-2421 ext. 231.

M. UNIFORMS

Uniform Authority is our exclusive uniform supplier. Uniform Authority is conveniently located at 218 Laurel Ave., Minillas Industrial Park, Bayamón, 787-787-2830. Uniforms for both, boys and girls, Pre Pre-K through 12th grade, can only be purchased at Uniform Authority.

N. WITHDRAWALS

Please refer to the Enrollment Agreement.

