



2019-2020  
SCHOOL YEAR

STUDENT FIRST NAME / LAST NAME
GRADE IN 9/2019 _____

# ENROLLMENT CONTRACT - Incoming Students & Transfers

*This contract MUST be returned by March 1, 2019*

**ENROLLMENT CONTRACT** made by and between **SAINT VINCENT FERRER HIGH SCHOOL**, an educational institution located at 151 East 65 Street, New York, NY 10065 (*hereinafter referred to as the "School"*), and

Name of Parent \_\_\_\_\_ (*hereinafter referred to as the "Parent"*)  
(Please print)

Street \_\_\_\_\_ Apt.# \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

The parties agree to the following:

1. The Student Handbook 2019-2020 is incorporated by reference into this Agreement
2. The Parent agrees to his/her daughter's **OBLIGATION** of **\$300.00** for the annual School Walkathon fundraiser **due no later than October 30, 2019**
3. The Parent has agreed to enroll his/her child/ren as student(s) at the School at an annual tuition charge of Ten Thousand Four Hundred Dollars (\$10,400) per student, Annual Fees of Eight Hundred Dollars (\$800), and Registration Fee of Fifty Dollars (\$50).  
**Annual Fees are due and payable IN FULL with the FIRST TUITION PAYMENT**
4. The School, in reliance on such Agreement, together with other similar agreements, has retained teaching and administrative staff and has enrolled the student for the full academic year. Therefore, the Parent is responsible for the annual tuition and fees in full, even in the event the student withdraws or is dismissed from the School.
5. The Parent will fulfill his/her tuition, fee, and fundraising obligations amounting to Eleven Thousand Five Hundred and Fifty Dollars (\$11,550) by making payments as outlined on page 2 of this agreement
6. Any amendments to this contract are only valid if agreed to in writing and signed by both parties
7. In the event of a breach of this contract, the school will have the right to revoke scholarships and/or financial aid and enforce repayment of the entire balance due through a collection agency. The undersigned party(ies) will be responsible for all fees incurred. Additionally, no grade information, diplomas, and transcripts will be provided and the student may not partake in semester and final exams and/or school trips and activities

**This agreement requires two signatures from parties responsible for the tuition and fee payments**

Initial Party 1 \_\_\_\_\_

Initial Party 2 \_\_\_\_\_

**PAYMENT OPTIONS:**

Non-refundable Deposit: \$1,050 **due on March 7, 2019**  
 Annual Fee: \$800 **due on March 7, 2019**  
 Registration Fee: \$50 **due on March 7, 2019 for incoming students**

**Tuition payments - based on full payment of Deposit, Annual Fee, and Registration Fee**

*Please note that the monthly payment plan is based on 12 month rather than 10 month (July 2019 through June 2020)*

**Tuition must be paid up by June 1, 2020.**

Saint Vincent Ferrer High School offers a convenient online method to set up a payment plan with Facts Management. Please note that your student's enrollment at St. Vincent Ferrer High School is not complete until your payment plan with FACTS has been established. Payments can be made monthly, quarterly, bi-annually, or annually on Facts Management. The business will no longer be accepting payments directly so that our staff can spend more time in service to the students. By completing the enrollment in a FACTS payment plan, you are assisting in the education of your children. Please provide your email in order to receive a personalized enrollment code from FACTS.

**Scholarships and Financial Aid:**

Payment amounts will differ for students with scholarships and/or financial aid. If you receive a scholarship and/or financial aid please note that the award will be credited to the student's account at the beginning of the school year to reflect the proper payment due.

**If a student withdraws or is dismissed from school during the school year, the school reserves the right to revoke any scholarships or financial aid partially or in full.**

Please note that **MONTHLY LATE FEES** of \$25.00 may be assessed on past due accounts.

Party # 1	Party # 2
<b>Date:</b>	<b>Date:</b>
<b>SSN#</b>	<b>SSN#</b>
<i>of party# 1 responsible for paying tuition and fees</i>	<i>of party# 2 responsible for paying tuition and fees</i>
<b>Signature</b>	<b>Signature</b>
<i>(Signature of party# 1 responsible for paying tuition and fees)</i>	<i>(Signature of party# 2 responsible for paying tuition and fees)</i>

Tuition payment contact:

Vickie Li  
 212-535-4680 x 103  
[vli@saintvincentferrer.com](mailto:vli@saintvincentferrer.com)

Claudia Fitzpatrick  
 212-535-4680 x 106  
[cfitzpatrick@saintvincentferrer.com](mailto:cfitzpatrick@saintvincentferrer.com)

**SAINT VINCENT FERRER HIGH SCHOOL**

\_\_\_\_\_  
 Sister Gail Morgan, O.P., *Principal*