



ABERDEEN HALL

Preparatory School

Teaching Excellence INSPIRING FUTURES Shaping Character

Tuition Payment & Enrolment Policies

updated February 2020

Continuous Enrollment

Aberdeen Hall has implemented Continuous Enrollment commencing for the 2020-2021 school year. This ensures guaranteed placement for qualified students until graduation.

With enrollment increasing each year many of our grades are reaching capacity or have wait pools.

By completing the Continuous Enrollment Agreement in February 2020 (or in future when a student first begins to attend Aberdeen Hall), their seat is guaranteed unless the:

- Student does not maintain the school's behavioural and academic standards
- Family does not pay school tuition & fees due and their school account remains unpaid
- Family does not maintain the school's guidelines in the Parent Handbook
- Family voluntarily chooses to leave and notifies the school by the required date.

School Fees

Each year, the new school fees will be available on or before February 1st. They will be posted on the school's website and will also be sent home in a notification. This will provide families with 30 days notice of the new rates before the final withdrawal deadline.

Every February a \$1,000 per student invoice will be sent to families and be due by March 1st. This payment will reduce your school fees for the following year. If you notify the Business Office in writing prior to March 1st that you are planning to opt out of the coming year, this invoice will be removed from your account.

Opting Out by March 1st

Situations can change and we understand that. Communication is key. We simply ask that if your family chooses to leave to follow a different path that you let our Business Office know prior to March 1st as indicated on the agreement.

You are welcome to email accountsreceivable@aberdeenhall.com

If you notify the Business Office in writing prior to March 1st that your family will be opting out of the coming year

- the deposit invoice will be removed from your account
- and our Admissions Office will be notified

Opting out after March 1st

Please note that after March 1st the school makes staffing decisions based on the enrollment for the following school year and with your family's commitment of full tuition for next year in mind. We are also budgeted to receive an additional several thousand dollars per student in provincial grant funding.

In the education sector, schools provide faculty with an annual commitment. It is for this reason that many independent schools collect the full tuition amounts for all students, with no exceptions. This policy is in place to ensure that the current year tuition will cover the costs of the current year salaries and expenses.

In situations where there are extenuating circumstances, families are welcome to provide a letter that would help the school understand the challenges being encountered and to request a review of their account from the Financial Assistance Committee.

Preschool Tuition & Programming 2020/2021 School Year

Preschool Program	5 days/week 8:45am-11:45 am (Half Day)	\$ 6,500
Preschool & Daycare Program	5 days/week 8:45am-3:45pm (Full Day)	\$12,050
Preschool After School Care	5 days/week 3:45-5:00pm (available for Preschool Full Day program only)	\$ 1,400

- **New families** will be invoiced \$1,000 per student upon an offer being made from Admissions, which is required within 10 days. This payment will reduce your school fees for the following year and will be reflected on your school fee invoice upon completion of the continuous enrollment agreement.
- **New families** who provide initial payment more than 10 days after receiving the offer from Admissions will be placed in our wait pool.
- Families with children continuing in a preschool program will receive confirmation of their program for the following year from Admissions and will be invoiced the initial fee payment of \$1,000 per student and be required to provide it by the March 1st deadline.

- Program selection for the year is based on the offer made by Admissions. Should you wish to change program type, please email the Director of Admissions, Christina Ulyot, at christina.ullyot@aberdeenhall.com to inquire about availability. Program changes will be accommodated if possible but cannot be guaranteed.

Current Year Grade School Fees

Grade	Tuition	Less Government Grant	Net Tuition Owning for Qualifying Students
K-1	\$15,900	(\$ 3,000)	\$12,900
2-4	\$17,300	(\$ 3,000)	\$14,300
5-9	\$18,710	(\$ 3,000)	\$15,710
10-12	\$20,020	(\$ 3,000)	\$17,020

***Qualifying students are those whose parent(s) are permanent residents of BC or persons with a work or study permit of one year or longer.**

Horizon Week Fees 2020-2021	
Grade	Horizons Week Fee
4	\$75
5	\$230
6	\$570
7	\$250
8	\$545
9-11	\$445

IMPORTANT DUE DATES FOR 2020-2021 CONTINUOUS ENROLLMENT	
Continuous Enrollment Agreement and Yearly Initial Payment of \$1,000	Mar 1, 2020
Notification to Business Office to OPT OUT of attending	Mar 1, 2020
Payment plans in place by**	April 15, 2020

Compliance of this deadline is mandatory to take advantage of the installment plans*

Families who have not provided their \$1,000 yearly initial school fee by March 1, 2020 will be deregistered, placed in a wait pool and subject to a \$200 re-registration fee.

Non-refundable Tuition

Aberdeen Hall incurs operating expenses on a continuous basis throughout the year. When a student is enrolled, a seat is reserved for the full school year. For this reason students enrolled on a continuous enrollment agreement are considered to be attending each year unless the school is notified by the withdrawal deadline.

BC Provincial Government Funding - Kindergarten through Grade 12

The BC Provincial Government provides annual grant funding directly to the School for each qualifying student, to assist with the costs of their education. Qualifying students are those whose parent(s) are permanent residents of British Columbia or persons with a work or study permit of one year or longer.

Parents should be aware that if the grant should be reduced by the government for any reason, the School may adjust the yearly fees to compensate for loss of revenue retroactive to the date change.

Please also note that students who attend school for less than 105 days before May 15, other than for allowable medical reasons, are not eligible for the full Provincial School Grant. In such cases, the School may lose all or a portion of the grant for that student and parents will be responsible to compensate Aberdeen Hall for the full amount of the grant lost.

International/Out-of-Province Fee

Aberdeen Hall School charges an additional International/Out-of-Province Fee of \$3,000. The government of British Columbia provides operating grants to the school for most students enrolled in the School. Parents of students must be British Columbia residents and have Canadian Citizenship, Landed Immigrant Status, or possess a valid work permit for employment in British Columbia for the school to be eligible for the grant. The International/Out-of-Province Fee shall apply to parents of students who do not meet these criteria.

Three Payment Plan OPTIONS are available

Choice	Option	Dates	Fees
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Option 1	Pay in full	June 1, 2020	No additional fee
Option 2	Pay in full	July 1, 2020	\$100 fee per student
Option 3	Pay in 3 installments	July 1, 2020 October 1, 2020 January 1, 2021	\$350 fee per student
Payment by Post Dated cheque(s), Pre-authorized Debit, or Credit Card (\$300 admin fee per student)			
All payment plans must be provided to the school office by April 15, 2020			

****Selected payment plans on your Continuous Enrollment Agreement will remain in place for subsequent years unless the Business Office is notified otherwise via email at accountsreceivable@aberdeenhall.com of your family's new choice.**

- OPTION 1: Full payment on **June 01**
- OPTION 2: Full payment on **July 01**
- OPTION 3: Three installment payment plan
(on **July 01, Oct 01, Jan 01** of the following year)

The chosen Payment Method is to be received to the School by April 15th.

Payment Methods not in place by then will be contacted by the Business Office as their account will be considered in arrears and outside of the school Payment Policy.

OPTION 1: Full Payment on June 01

To be received at the school office by April 15

Families who choose to pay in full are welcome to pay via cheque, PAD or credit card. Wire transfer or bank draft may also be used if the family provides them by April 15. A \$50.00 fee will be charged for any returned payment.

OPTION 2: Full Payment on July 01

To be received at the school office by April 15

A \$100 per student installment payment option fee applies for all students and is added to the tuition invoice.

Families may pay via PAD, credit card, or postdated cheque at the school office by April 15. A \$50.00 fee will be charged for any returned payment.

OPTION 3: Three Installment Payment Plan

To be received at the school office by April 15

A **\$350 per student installment payment option fee** applies for all students and is added to the tuition invoice.

Amounts owing may be paid by pre-authorized payment or post dated cheques (July 01, October 01, and January 01 of the following year).
A \$50.00 fee will be charged for any returned payment.

Payment Methods- Due by April 15

Payment Method 1: By Cheque

To be received at the school office by April 15.

(post dated to payment due date(s))

Please provide students full name with payment.

Payment Method 2: By Pre-authorized Debit

Completed PAD form and void cheque to be emailed to the Business Office at accountsreceivable@aberdeenhall.com by April 15

Please provide students full name with payment.

Payment Method 3: By Credit Card

A **\$300 Administration fee per student** will be applied

Please provide students full name with payment.

Payment Method 4: By Wire Transfer or Money Order/Bank Draft

This option available only for family's choosing to pay by one payment in full by April 15th

Please email accountsreceivable@aberdeenhall.com requesting your current year wire information or Pre-authorized debit forms prior to sending your payment.

Please note that Aberdeen Hall works hard to partner with our families and in order to provide these payment plans are required to have the payment plans in place by the specified date.

We understand that each family situation is unique, however, in order to maintain low administration costs, our payment policy provides for one payment option per family. Please confirm your payment plans among all guardians prior to completing your agreement.

Outstanding Tuition Accounts

If any student fees remain unpaid at the end and/or beginning of any term, as outlined in the fee schedule, the student will not be allowed to return to or begin classes until the account has been brought up to date. Monthly statements are emailed to families and are due upon receipt unless otherwise specified. In the event that an account remains unpaid at the end of the current school year, the student will not be permitted to return to Aberdeen Hall for the following school year until the account is fully paid plus interest based on 5% per annum interest rate.

Financial Assistance (available for students enrolled in K-12)

Financial assistance is available through the school for qualifying families. Please contact the school's Director of Finance & HR, Lisa White at lisa.white@aberdeenhall.com for more information.