

# PROVIDENCE

## CLASSICAL SCHOOL

### Continuous Enrollment

At Providence Classical School, we recognize the value of a sustained, long-term partnership with families in the education of their children. A seamless transition from Grammar School through Rhetoric School provides a consistent, thorough progression through academic coursework. Because of this philosophy, Providence Classical School is pleased to offer a popular service in enrollment management called Continuous Enrollment. From the time of admission, your child will be considered enrolled at PCS through their graduation unless otherwise notified by the parent. PCS has a historic re-enrollment rate of over 92%, so this transition to the collegiate model of Continuous Enrollment should simplify the re-enrollment process for the majority of our families, while generating administrative efficiencies to make the most of every tuition dollar. The good news is that this year's enrollment contract is the last one you will need to sign during your child(ren)'s time at PCS!

### Enrollment Commitment

For the 2023-2024 school year, parents will secure their child(ren)'s classroom spot(s) by signing their tuition contract by 5:00 p.m. on January 31, as they have in previous years. This contract will include language about the new Continuous Enrollment process. Families who complete their contract by this deadline will receive a discount on their re-enrollment fees per the chart below. The termination fee schedule listed below will apply.

Beginning next school year, families desiring to withdraw their child(ren) from PCS may submit written notification of this decision until January 31 at 5:00 p.m. On February 1 of each school year, your child(ren)'s spot(s) will be secured, and your family will become financially committed for the following school year. This will allow PCS administration to plan for the coming school year with accuracy and excellence. Any withdrawals after this January 31 date are subject to the termination fees below.

### Withdrawals and Termination Fee Schedule

PCS recognizes that there are circumstances in which a family may need to withdraw after completing their enrollment process. Students withdrawing before the first day of school may be excused from the financial contract if there is a waiting pool for the PCS level from which the cancelling student is withdrawing, and a child in that waiting pool enrolls in the class prior to the start of the school year.

Families applying for assistance will be given the opportunity to finalize their enrollment decision once financial awards have been communicated. These families will be given seven calendar days to withdraw their enrollment with no penalty other than the loss of their non-refundable, non-transferable re-enrollment fee. On the eighth day the termination fee schedule becomes effective.

The termination fee schedule for all other withdrawals is provided below. This fee schedule is designed to ensure accurate planning for the coming year and to protect PCS families who may undergo a major life change over the summer before their tuition insurance becomes effective.

Dates	Termination Fee	Termination Fee for relocations more than 30 miles from PCS
February 1-29, 2023	Loss of non-refundable re-enrollment fee	Loss of non-refundable re-enrollment fee
March 1-31	15% of the annual tuition	15% of the annual tuition
April 1-30	25% of the annual tuition	25% of the annual tuition
May 1-one day before the 1 <sup>st</sup> day of school	50% of the annual tuition	25% of the annual tuition
On or after the 1 <sup>st</sup> day of school	100% of the annual tuition	100% of the annual tuition

### Tuition Reductions

Need-based financial assistance is available for qualifying families. Additional information is available on our website: [pcsclassical.org](http://pcsclassical.org) / Admissions / Financial Aid.

Sibling discounts are automatically applied to a family's FACTS account after the annual payment plan has been selected.

## Tuition Insurance

**Peace of Mind Insurance** is available to families who select a monthly payment plan. This optional insurance may only be elected during the payment plan set up process. Peace of Mind Insurance provides coverage for a student to finish this school year in the event a parent or guardian passes.

In addition, the **Dewar Tuition Refund Plan** is available as an optional way to protect the investment you are making in your child's education. The cost of this coverage is 2.8% of the annual tuition. Coverage must be elected by July 31. Coverage becomes effective on the first day of school, with a 14-day attendance requirement in most circumstances. This policy covers a pro-rated amount of the current balance due (excludes past due amounts). Please contact the Operations Director for additional information.

Families beginning after the school year has started have the option to take out this tuition insurance policy as part of the enrollment process. There is a 14-day waiting period for the policy to become effective. (This option expires within 14 days of enrollment or the first day of attendance, whichever comes first.)

Important Dates 2023	
January 31	Discounted re-enrollment fee deadline (5:00 p.m.)
January 31	Deadline for setting up banking information for 2023-2024 tuition charges (FACTS)
February 1	Enrollment opens for all families at the regular enrollment rates
February 1	Withdrawal and Termination Fee Schedule begins
March 1	Financial aid applications open
March 15	Deadline for priority consideration for Financial aid (2022 tax documents needed)
June 1	Tuition installments begin
July 31	Deadline to enroll in optional tuition insurance program
5 business days before the 1 <sup>st</sup> day of attendance	Due date for updated immunization records
5 business days before the 1 <sup>st</sup> day of attendance	Due date for updated family information in FACTS
5 business days before the 1 <sup>st</sup> day of attendance	Due date for updated information in School Pass
1 <sup>st</sup> day of school	Tuition insurance is effective

2023-2024 TUITION RATES						
Succession of Children for Tuition Rates	Pre-Kindergarten		Kindergarten		Grammar School	Upper School
	3-Day	5-Day	3-Day	5-Day	Grades 1-6	Grades 7-12
1st Child	\$ 5,975	\$ 9,925	\$ 7,855	\$11,730	\$14,660	\$16,215
2nd Child	\$ 5,975	\$ 9,925	\$ 7,855	\$11,730	\$14,660	\$16,215
3rd Child (10% Discount*)	\$ 5,378	\$ 8,933	\$ 7,070	\$10,557	\$13,194	\$14,594
4+ Children (15% Discount*)	\$ 5,079	\$ 8,436	\$ 6,677	\$ 9,971	\$12,461	\$13,783

## Non-refundable, Non-transferable Re-enrollment Fees

	PreK and Kindergarten	1 <sup>st</sup> - 6 <sup>th</sup> Grade	7 <sup>th</sup> and 8 <sup>th</sup> Grade	9 <sup>th</sup> - 12 <sup>th</sup> Grade
2023-2024 (before 2/1)	\$ 225.00/student	\$ 300.00/student	\$ 412.00/student	\$ 562.50/student
2023-2024 (begins 2/1)	\$ 300.00/student	\$ 400.00/student	\$ 550.00/student	\$ 750.00/student