

Policy Section: OPERATIONS	Policy Number: 104	
TUITION REFUND	Issue Date: 12/2009	Amended Date: 1/27/2010 11/14/2016
<p>There are no refunds on fees.</p> <p>If a child is withdrawn prior to July 1st, there will be a full refund of tuition, minus fees. As of July 1st, there will be no refund of two (2) months of tuition. A child's attendance may be terminated if tuition is two (2) months in arrears, unless a payment plan has been approved by the Administration.</p> <p>Prior to the beginning of the school year, if two or more month's tuition is not paid the student's registration is automatically terminated and the student's position is relinquished to another student.</p> <p>If a student withdraws from school once classes have begun, tuition up to and including the quarter in which the student withdraws is non-refundable.</p> <p>In the event of a transfer of employment of the parent over 60 miles from their original home, the principal may use his or her discretion in the refunding of tuition and will notify the Schools Office of the Diocese of Pensacola-Tallahassee of his or her decision.</p> <p>In the event that a student withdraws from the school at any time, there will be no refund of fees paid. This includes book fees, registration fees, graduation fees, retreat fees or other fees established by the school.</p>		