



"Under the guidance of the Holy Spirit, rooted in Sacred Scripture and centered on the Eucharist, Our Lady of the Lake Catholic School embraces the values of Education, Faith and Citizenship."

EDUCATION • FAITH • CITIZENSHIP

The parent(s) or guardian(s) checking the contract option and submitting this form for a student(s) (the "undersigned"); agree(s) that the obligation to pay all fees and tuition for the student(s) for the full academic year pursuant to this contract is unconditional. If the form is not submitted to the Enrollment Management Office by February 28, 2024, then Option #1 will be your default contract option and the obligations listed here will apply. The undersigned agree(s) that the obligations of this contract are not divisible or fractional. This means that after the enrollment period, no portion of the fees and tuition paid or outstanding will be refunded or balance due cancelled without written approval from the Director of Business Operations. Except for students moving out of the service area of OLL, the obligation to pay fees and tuition remains unconditional, including but not limited to the withdrawal, dismissal, or absence of the student from Our Lady of the Lake Catholic School.

This enrollment contract is for a period of one year. This contract will automatically renew next year unless you elect to opt out, by March 1st during next year's enrollment period. The schools' obligations under this contract are conditional upon the successful completion of the current academic year by the student. The undersigned and the student(s) agree to accept and abide by the rules and regulations of Our Lady of the Lake Catholic School, as the rules and regulations presently exist or may be changed from time to time by the school. The undersigned accept(s) and agree(s) to the schools' policy that if an account is not current or paid in full (as applicable) by May 30, 2025, the student's grades will not be calculated and the student will not be allowed to start the 2025-2026 school year. In the event the undersigned fails to pay all fees and tuition by May 30, 2025, then the undersigned will be responsible to school for all costs of collection, reasonable attorney's fees, and a 1.5% per month late fee.

- Prorated tuition will be refunded to those families moving out of the service area of the school system only upon receipt of school's request for transfer of student's records form. Service area is defined as within 50 miles of 915 Pleasant Street, St. Joseph, MI. Enrollment Withdraw Fee of \$200 per student up to a maximum of \$600 per family will be assessed.

CONTRACT OPTIONS – 2024/2025 ACADEMIC YEAR:

- **OPTION # 1** Current Families - Pay the entire tuition balance by May 30, 2024
 - New Families - If enrolling before May 1, 2024, pay the full tuition balance by May 30, 2024, or enrollment after May 1, 2024, within 30 days of enrollment date.
 - If total amount is not received by the due date of May 30, 2024, you will be required to use Option #2. If payment is not received by May 30, 2024, a monthly interest fee will be calculated based on an interest rate of 8% APR and charged to your account until the loan is completed.
- **OPTION # 2** Monthly Payments
 - If the amount you wish to finance is greater than or equal to \$2,500, you must fill out the Horizon Bank Tuition Loan Application form and submit it to the Business Office by May 1, 2024. There will be \$100 loan application processing fee that you will be charged by Horizon Bank to process your loan application. The interest rate on the loan will be 6%APR.
 - If the amount you wish to finance is less than \$2,500 then you will be required to sign a contract directly with OLL for your monthly payments. The monthly payments will be calculated based on an interest rate of 8% APR. Your tuition balance must be paid in full by May 30, 2025. A \$10 late fee will be charged to your account if your monthly payment is not received on time.
 - If the tuition loan has not been submitted by May 30, 2024 or within 30-days from enrollment date after May 30, 2024, a monthly interest fee will be calculated based on an interest rate of 8% APR and charged to your account until the loan is completed.





**OUR LADY
OF THE LAKE**
CATHOLIC SCHOOL

2024-2025 Enrollment Contract Options & Payment Types

Continued

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- **OPTION # 3** Our Lady of the Lake Catholic School employee payroll deduction.
- **OPTION # 4** Request an alternate option. (If you select this option, Option #1 is binding until an alternate Contract Agreement is reached.)

Please note: Your 2024-2025 tuition balance must be paid in full by May 30, 2025.

PAYMENT TYPES – 2024/2025 ACADEMIC YEAR:

- **TYPE # 1** Payments made by cash or check - No additional fee
- **TYPE # 2** Payments using Visa/Master Card - Please note, a 2% Merchant Fee will be added to your account when using this payment method.

Note: All payments can be made online using our OLL Payment Portal at www.OLLakers.org or by sending in your payment to the Business Office at 220 Church St. St. Joseph, MI 49085

The undersigned agree(s) to the terms of this enrollment contract and acknowledges(s) the tuition refund policy of the school stated above.