

TERMS AND CONDITIONS OF FINANCIAL OBLIGATIONS

School Year 2009-2010

In consideration of your registration, the Yeshiva of Greater Washington holds a space, engages faculty and commits to certain expenditures for your child(ren). The enrollment of your child(ren) at the Yeshiva, therefore, constitutes a contractual agreement between you and the Yeshiva.

A. ATTENDANCE

1. All students must have an executed tuition contract in place before attending classes. A tuition contract signed for the full amount will be in effect until a subsequent contract for a different amount is executed.
2. If applying for financial aid, the full tuition rate will be applicable until a reduced tuition amount is finalized.
3. Tuition assistance **will not** be applied retroactively; the reduced tuition obligation will be effective from the date the signed tuition contract is received by the business office.
4. Inability to pay tuition at the full rate (due to inaction to secure a reduced rate) will result in the removal of the student from school.

B. FULFILLMENT OF FINANCIAL OBLIGATIONS

1. The fulfillment of financial obligations to the Yeshiva shall be made through the Tuition Contract.
2. **Release of report cards, transcripts, and school records** is conditional upon the satisfactory settlement of your tuition account.
3. The collection of tuition and fees shall be in accordance with the approved payment method.
4. In the event of insufficient funds for any check, there will be a \$25 charge assessed by the Yeshiva to your student account in addition to any charges imposed by the bank. This applies to checks deposited directly by YGW, not payments via the FACTS company (*please see the FACTS agreement for details on fees for insufficient funds.*)
5. Any requests to change your account payment method or amount during the course of the year must be made in writing, e-mail or fax to the Business Office and a \$15 charge will be applied for each occurrence.
6. In the event payments are not received in a timely manner as specified in the Tuition Contract or subsequent agreements, and the Yeshiva places the account into collections, the payer (parents, guardians, etc.) agrees to pay all reasonable attorneys' fees incurred by the Yeshiva whether suit is actually filed or not.

C. WITHDRAWAL OF STUDENTS FROM SCHOOL

1. In the event that the family elects to withdraw a student from the Yeshiva, **the Registrar's Office must receive written notification directly** (via e-mail, letter or fax) in order for your contract to be terminated. The student office is not responsible for changing the status of your financial obligation. Charges will continue to accrue until written notification is received. After confirmation of withdrawal, charges for that student will be adjusted as detailed below. *Please see note below regarding families receiving tuition assistance.*

D. TUITION CHARGES

1. If a student withdraws from the Yeshiva, either voluntary by the family or mandatory by the school, the total tuition charges for that student account is equal to the number of months the student attended school plus a surcharge of two (2) months of the monthly tuition charge. The monthly tuition charge is ten (10) percent of the annual tuition charge. The number of months includes the full month in which the student withdraws, with a maximum of ten (10) months.
2. **Tuition Deposit.** The tuition deposit, due at the time of application, *is not refundable after July 30* unless the family relocates out of the greater Washington area.
3. The following fees are **NOT REFUNDABLE**: *Registration Fee; Testing Fee; Book Fee.*
4. The following fees will be **PRORATED** as of the last day of the month following withdrawal: *Activity Fee; Milk Fee; Scrip Fee.*
5. **PSAT fee and Graduation Fee** will be charged if expenditures have been already made at the time of withdrawal.
6. **For families receiving tuition assistance:** Since tuition assistance is awarded based upon ability to pay, withdrawal of any or all students in a family will require reevaluation, and charges will be determined on a case by case basis.