

FINANCIAL POLICIES AND PROCEDURES

The Mesa Grande Board attempts to keep the school charges as low as in consistent with good fiscal management. We reserve the right to adjust charges for tuition and fees at second semester should unstable economic conditions warrant such adjustments. The following financial policies have been adopted by the board:

- ◆ All outstanding school accounts, at MGA or other SDA schools, must be settled prior to registration.
- ◆ MGA will not prorate tuition for late registrants or prolonged absences if the student receives full academic credit for work completed.
- ◆ When a student withdraws from school, a parent or responsible party must file a *Withdrawal from School* form with the administrative office. Full tuition is charged if the student withdraws after the 10th of the month.
- ◆ If an account becomes 60 days past due, we will ask that the student withdraw from school until the amount is paid in full or satisfactory financial arrangements are made with the business office. Students must have financial clearance to sit for semester exams and accounts must be paid in full to receive diplomas. Cash or a money order may be required for payment on delinquent accounts.
- ◆ All accounts held by a family, current and past, will be considered for registration and for issuance of financial clearance to take exams.
- ◆ All payments are due by the 25th of the month. Accounts 60 days delinquent in excess of \$100.00 will incur a service charge of \$10.00 per month.
- ◆ If a check is returned for any reason, a fee of \$25.00 will be charged. Checks returned for insufficient funds may be resubmitted without notifying the drawer.

A history of checks returned for insufficient funds may result in a request for payments to be made in cash or money order.

- ◆ Financial clearance is required before students are allowed to take overnight trips.
- ◆ It is not the normal practice of MGA to accept second party or post dated checks for payments before the post date.
- ◆ All purchases for books and uniforms from the school are done on a cash basis only.
- ◆ Class dues are non-refundable.

FINANCIAL ASSISTANCE

Please contact your local church education representative regarding tuition assistance or the Southeastern California Conference Office of Education for application and/or information on the Pacific Union Endowment Fund, Conference Low Income Scholarship or Conference Ethnic Scholarship.

EDUCATIONAL SUBSIDY

If your employer offers educational subsidies for your child, you must apply at your place of employment and submit the signed authorization to the business office.

Accounts will be credited after payments are received from your employer. Responsible parties should continue to make full payments on accounts until the business office has received the allowance.

ON-TIME DISCOUNT

A discount of \$25 per student will be given when the account is paid in full by the 15th of the month.

TUITION AND FEES

2008 - 2009 School Year

*Tuition charges are billed in ten (10) monthly installments:
August 2008 - May 2009*

	<u>Yearly</u>	<u>Monthly</u>
Tuition		
Kindergarten–6 th Grades	\$4,470	\$447
7th - 8th Grades	\$5,000	\$500
9th -12th Grades	\$6,920	\$692

COMPREHENSIVE FEE

Due July 15, 2008

	<u>K - 6</u>	<u>7 - 8</u>	<u>9 - 12</u>
Capital Renewal	\$40	\$40	\$40
Classroom Supplies	72	59	58
Disaster Program	8	8	8
Elementary Music	10	0	0
Home & School Dues	10	10	10
Library	25	25	25
School Pictures	16	16	16
School Paper	0	0	5
Student Association	0	0	25
Student Insurance	9	22	33
Technology	140	140	140
Textbook	25	0	0
Yearbook	45	45	70
TOTALS	\$400	\$365	\$430

PAYMENT PROCEDURE

All payments should be made payable to **Mesa Grande Academy** and delivered or mailed to:

Mesa Grande Academy
975 S. Fremont Street
Calimesa, CA 92320

ADDITIONAL CHARGES

(The following are **estimated** expenses to help you in planning.)

Due at Registration

P.E. Uniforms	Basic Uniform ~\$25
Textbooks (7- 8)	~\$250 - \$350
Textbooks (9-12)	~\$300 - \$450

Billed

Art / Home Economics	\$25 / Semester
Desert Bus Transportation	50
Car Registration	10
Disaster Fund (New Student)	10
Music Groups / Drama	40 / Group
Peer Counseling	15
Science Labs	25 / Semester
Web / Video Class	25 / Semester

Charged as they are incurred

After School Care	\$5.00/ hr
After School Care—LATE PICKUP	\$10.00/15 min
(After 6 PM Monday – Thursday; After 3 PM on Friday)	
Application Fee (New Students)	
Waived before March 31	25
Class Dues – 8 th Grade (Monthly)	10
Class Dues – Freshmen (Monthly)	10
Class Dues – Sophomores (Monthly)	15
Class Dues – Juniors (Monthly)	20
Class Dues – Seniors (Monthly)	25
Improper Locker Clean Out (year – end)	10
Intent to Return Deposit (per family)	50
PSAT (11 th grade)	13
Returned Check Charge	25
Sports – Jr High (per sport-All)	150
Sports – Varsity (per sport-Fall & Winter)	200
Sports – Varsity (per sport-Spring)	250
Transcript	5

FOREIGN STUDENTS

I-20 Students will be assessed a \$250 non-refundable fee. Full tuition will be due at enrollment.

Home School Enhancement Fees

If class is 80% full, student will not be accepted until registration for the regular students is complete. Students may be allowed to enroll subject to Administration and Teacher Approval.

All Students:	Registration Fee	\$25
	Student Insurance	33
	Comp Fee	Prorated

Grades K-6: Max 2 Subjects - Consideration will be given on an individual basis

Credit	\$300 / Subject / Semester
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Grades 7-8: Max 2 Subjects

Credit	\$350 / Subject / Semester
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Grades 9-12: Max 3 Classes

9-12 Audit	\$50/Unit/Semester
9-12 Credit	\$100/Unit/Semester
9-12 Lab Fees	\$25 per Semester

EXTRA – CURRICULAR EXPENSES

(The following are **estimated** expenses for yearly class activities to help you in planning.)

K – 8 Grades

Kindergarten	\$60
1 st Grade	60
2 nd Grade	60
3 rd Grade	75
4 th Grade	75
5 th Grade (includes Catalina trip)	240
6 th Grade (includes outdoor school)	250
7 th Grade	100
8 th Grade (includes Sacramento trip)	600

9 – 12 Grades (Optional)

ACT / SAT Exams	\$30
Biology Trip	150
Christian Youth Builders	60 – 300
History Tour	1,700
Junior / Senior Bible Conference	90
Leadership Conference	115
Music / Drama Tour	240
Senior Pictures	200
Spanish II Tour	90
Student Association Activities	120

Financial Information

2008 – 2009



MESA GRANDE ACADEMY

Commitment to His Excellence