

FEE SCHEDULE:**REGISTRATION FEE:** \$250.00 (non-refundable)**STUDENT FEES:**

GRADE	FEES	GRADE	FEES	GRADE	OTHER FEES
Kindergarten	\$100	6	\$220	11-12	\$350
1-3	\$100	7	\$295		
4-5	\$150	8-10	\$325		

TUITION FEES: Rates are subject to change (Fees for 2021-2022 will be announced late January 2021)

1st child in family: \$16,000.00
2nd child in family: \$13,900.00 **(Only siblings in the same family are eligible for a discount)**
3rd child in family: \$11,800.00 **(Only siblings in the same family are eligible for a discount)**
4th and subsequent child(ren): \$10,800.00 **(Only siblings in the same family are eligible for a discount)**

TEXT BOOK DEPOSIT: High School and Intermediate students are required to give a \$200 cheque, dated June 01, 2020, as a textbook deposit. Cheque is returned when textbooks are returned in proper condition. (Not required for Primary school students).

COMPULSORY MEDICAL PLAN: \$ 950.00
(includes interim private medical insurance and application for Medical Service Plan – MSP)

HOMESTAY FEES:

ADMINISTRATION FEE: \$ 400.00 (If applicable – please see below for the explanation of fee)
SECURITY DEPOSIT: \$ 950.00 (If applicable)
MONTHLY FEE: \$ 950.00 (If applicable – paid directly to the Homestay Host Family)

LIVING EXPENSES

Each student should have approximately \$3000.00 Canadian funds per year to cover miscellaneous expenses, such as school uniform, school supplies, personal clothing/toiletries, restaurant meals, personal entertainment, etc.

ACCOMMODATION (Homestay)

Each homestay family provided by the school is carefully screened and reviewed by the Homestay Coordinator.

THE HOMESTAY ADMINISTRATION FEE of \$400 (Canadian Funds) provides student with:

- up to 3 homestay placements for one year
- up to 3 reports to parents and/or guardian during the first 6 months. The Homestay Coordinator will provide written report for the student's family overseas or guardian on their child's well-being and progress in school and adjustment to life in Canada. The Coordinator will conduct:
 - regular interviews with the Homestay Student
 - regular interviews with the Host Family

MONTHLY HOMESTAY FEES: The cost of room and board with a family is \$950 per month and is payable directly to the Host Family at the beginning of the school year and on the first day of each month of the student's stay. The payment of a Security Deposit equal to one month's Homestay Fee (\$950) is due at the beginning of the school year along with the Homestay Administration Fee (\$400), and is payable to BCCA. The Security Deposit will be used toward the final month's room and board, minus any damages or unpaid bills charged to the student during his/her stay with the Host Family. Please note that the monthly fee is a flat rate and must be paid even if the student returns home during Christmas and Spring vacations.

ADDITIONAL INFORMATION

- All International students are required to pay for medical coverage as a condition of their acceptance in British Columbia Christian Academy.
- All International students must report with their passport and Study Permit to the front office upon arrival to apply for MSP coverage.
- Students should buy their uniform from the uniform supplier, Neat Uniforms: www.neatuniforms.ca. Phone number is 1-800-668-8261. If students must wait while their uniform is made, girls may wear a black skirt and white blouse, and boys may wear black pants and white collared shirt. Gym (P.E.) strips is purchased through <https://bccouniforms.itemorder.com/sale>. Check with the office admin for further questions.
- Our pull-out based ELL classes will start from grade 4 through grade 7, ages 9 – 12. Students in the High School grades 8 through 12 will be placed in the ELL class and integrated into regular classes as their English skills improve.
- New International Students will need to complete a language proficiency test at B.C.C.A. prior to course enrollment/selection.
- Vacations: Extensions to the Christmas and Spring Break **are not permitted**. Students traveling to their home countries over these periods are to leave and return within the time frame set by the school. If, under exceptional circumstances, a student will be away longer than the allowed time, he or she must get prior authorization from BC Christian Academy.
- **(Note regarding FOREIGN VISAS:** If students wish to travel to or via the United States, they need to contact the United States Consulate in their home country before coming to Canada.)

REFUND POLICY FOR TUITION FEES:

All requests for refunds must be made in writing to British Columbia Christian Academy. Refund requests include the original Letter of Acceptance issued by British Columbia Christian Academy as well as relevant supporting documentation (e.g. letter from Citizenship and Immigration Canada).

The registration fee is non-refundable. Tuition fee refunds will only be given if the student applies to Canada Immigration for Student Authorization within three weeks of the date the Letter of Acceptance is issued; and is refused a Student Authorization to attend British Columbia Christian Academy. Documented evidence is required. **No refund will be given to a student who voluntarily withdraws from the school, or becomes a landed immigrant during the school year.** Refunds for Homestay Fee will be governed by the terms of the Long-Term Homestay Agreement, which must be signed by the Homestay Student and his/her Guardian, as well as the Host Family.

FULL REFUND less application fee will be given if Canadian Immigration does not approve a Student Study Permit. To obtain a refund, written requests should be received within six months of the date refusal. Requests must include the formal letter of refusal from Canadian Immigration.

½ REFUND will be given when a student withdraws or becomes a landed immigrant or permanent resident two months prior to the commencement of their program, which is the first day of their attendance at British Columbia Christian Academy.

NO REFUND will be granted to a:

- Student who withdraws or becomes a landed immigrant after the commencement of their program.
- Student who is dismissed from the program due to a breach of the law, policy or regulation as determined by the Government of Canada, the Policy or BC Christian Academy.
- Student whose parent obtains a working/study visa after the commencement of the program.

POLICIES RELATING TO ADMISSIONS AND FEE PAYMENTS

Standard tuition rates apply to all students admitted to the school. The following policies apply unless arrangements have been made with the business office.

1. In making this application, I/we understand and agree with the purpose of British Columbia Christian Academy (BCCA) as set out in the handbook, and acknowledge that I am applying to enroll my child because of my earnest desire that he/she receives a Christ-centred education.
2. I/We understand that all tuition payments and fees are due at the beginning of each school year. If payments are made monthly, it is due on the first of the month. A late fee of \$50 will be assessed on any tuition payments received after the tenth of the month.
3. I/We understand that monthly tuition payments, will be paid by EFT (Electronic Funds Transfer) and the tuition amount will be automatically deducted from my/our bank account on the first of each month.
4. I/We understand that any dishonored (returned) payment must be paid promptly with a service charge of \$45 and late fees, if applicable.
5. I/We understand that if my/our account is in arrears greater than 90 days, the matter will be reviewed by the Tuition Committee, and/or the BCCA board which may result in your child(ren) from being permitted to continue attending BCCA until suitable payment arrangements are made.
6. I/We understand when a student voluntarily withdraws from the school for any reason, two months *written* notice must be given. In lieu of notice, a one-month tuition payment is due and payable to the school. Any registration fees, student activity fees and tuition deposit is considered non-refundable.
7. I/We understand that a non-refundable deposit of \$250 confirms the student(s) enrollment into the coming school year. The deposit will be divided and applied towards the monthly tuition.
8. I/We understand that a registration fee of \$150 is payable every school year and is not refundable when the family changes their mind. For current school families, the registration fee is waived only if the re-registration form and deposit of \$250 is submitted by the deadline given on the form.
9. I/We understand that if we have any tuition or fees still outstanding as of June 30th of the school year, my/our family may be placed on the waiting list of the school regardless of whether I/we have re-registered for the next school year.
10. I/We understand that report cards/transcripts and/or yearbook of students owing tuition at the end of the school year may be held back until all fees are paid. In addition, no senior student will be permitted to attend graduation exercises or receive a diploma unless the family's tuition payments are up to date.
11. I/We understand that continued failure to meet the above stated obligations or agreements with the Business Administrator ON TIME will result in Board action to consider refusal of enrollment for subsequent years.
12. I/We understand when a student is expelled or withdrawn at the recommendation of the school; tuition for the full month will be due up to and including the month of expulsion or withdrawal.
13. I/We understand that students must return their textbooks or any other school property in satisfactory conditions to the appropriate teachers. Replacements for any lost or damaged items will be billed to the students and the amount will be debited from our bank account as authorized on the EFT form.
14. I/We understand that if the Parent Participation Program (PPP) hours are not completed, there is a \$20 fee billed for every incomplete hour and is payable by the end of each semester. The balance owing will be debited to the bank account as authorized on the EFT form.
15. I/We understand that all unpaid tuition accounts from past years are still due to British Columbia Christian Academy, and failure to pay any fees by the due date may result in late fees and/or other penalties, including collection and legal fees.

I/We the undersigned solemnly declare that we have read and understood the policies and conditions relating to tuition and fee payments as described above. By signing below, I/we accept full responsibility for the payment of all tuition and student fees. **If BC Christian Academy finds any falsification of documents or information provided to the school, BC Christian Academy reserves the right to immediately withdraw the student.**

Signature of Parent(s)

Name of Parent(s) – please print name