



**2021-2022 School Year**  
**CONTINUOUS ENROLLMENT and STANDARD TUITION BILLING**  
**Procedure and Timeline**

January 26 – February 12	<ul style="list-style-type: none"> <li>• 2021-2022 tuition will be announced at State of the School on January 26, 2021</li> <li>• If student is returning to SCS, no action is required</li> <li>• If student IS NOT returning to SCS, contact the Admissions Office by February 12 (<a href="mailto:admissions@salisburychristian.org">admissions@salisburychristian.org</a>)</li> <li>• Annual Family Enrollment Fee (AFEF) of \$150 per returning family is billed to current account on February 12</li> </ul>
March 12	<ul style="list-style-type: none"> <li>• Each family must complete the <a href="#">AFEF Payment Form</a> with a check or permission to draft the non-refundable \$150 and return to the Business Office no later than March 12 in order to <u>guarantee a seat in the grades required</u></li> <li>• For those choosing a draft of this fee, the \$150 will be drafted from your account on March 25</li> <li>• The AFEF increases to \$250 after March 12</li> </ul>
May 15	<ul style="list-style-type: none"> <li>• Links to SCS Parent Covenant, SCS Parent/Student Handbook, SCS Acceptable Use Policy for Technology, SCS Athletic Manual, and SCS Tuition and Fees 2021-2022 will be sent to parents for review and digital signature</li> </ul>
June 1	<ul style="list-style-type: none"> <li>• Date by which the SCS parents must digitally sign the posted documents (see May 15) in order for Upper School students to receive a schedule on June 5</li> </ul>
June 5	<ul style="list-style-type: none"> <li>• Current and new Upper School students will receive their schedules for 2021-2022 school year if AFEF has been paid and documents digitally signed by June 1</li> </ul>
June 15	<ul style="list-style-type: none"> <li>• Date by which parents must ensure the account and dates of tuition draft are correct with the Business Office</li> </ul>
June 30	<ul style="list-style-type: none"> <li>• Due date for prepayment of annual tuition in order to receive the 1% discount</li> </ul>
July 1	<ul style="list-style-type: none"> <li>• 11-month billing cycle (July–May) begins for all SCS families (see SCS Tuition and Fees 2021-2022)</li> </ul>



## **What is “Continuous Enrollment” and why is it an *ADVANTAGE* to our SCS families?**

- **“Continuous Enrollment”** is an efficient process wherein current students are automatically reenrolled for the upcoming school year. Only those families choosing to leave SCS for the upcoming school year need to contact our Admissions Office ([admissions@salisburychristian.org](mailto:admissions@salisburychristian.org)).

### **ADVANTAGES:**

- **Less paperwork** for returning SCS families; only those few families NOT returning need to communicate that decision to our Admissions Office by February 12 to avoid the non-refundable Annual Family Enrollment Fee (AFEF)
- **Increased assurance** for parents that their child is **guaranteed** a seat for the next school year in rapidly filling classes
- **More timely communication** of applicable policies and procedures for the upcoming school year
- **Reduced Annual Family Enrollment Fee (AFEF)** for families committed to continued partnership with SCS if returned by March 12

## **What is “Standard Tuition Billing” and how does it *HELP* SCS and our SCS families?**

- **“Standard Tuition Billing”** is a billing process where tuition for all families is evenly billed over an 11-month period beginning in July and ending in May.

### **ADVANTAGES:**

- **Increased clarity** for families through a more simplified billing structure
- **Enhanced fiscal ability** to better prepare for the summer purchase of textbooks and supplies to begin the school year
- **Better staffing advantage** to hire highly qualified staff by knowing exactly how many students are committed to returning to SCS in the new school year
- **Continued flexibility** for those choosing to prepay or early pay their tuition
- **Greater sustainability and continuity** for the parents and the school