Payment Plans for Tuition/Fees

OVERVIEW:

Bosque School offers families four payment alternatives. Tuition may be paid in a single payment, in two payments, ten payments, or our new multi-year plan referred to as The Bosque Pledge. Please select the plan you intend to use for tuition payment purposes on your enrollment contract. Each option is outlined in detail below.

Other charges you might be billed for during the course of the school year include, but are not limited to lunch, aftercare, the bus program, lost textbooks, lost athletic uniforms, and Winterim.

Enrollment in the Tuition Protection Plan is mandatory, unless tuition is paid in full by the 1st Monday in July and you write a letter to the Director of Enrollment Management by the 1st Monday in July specifically declining the plan. Please review the details of coverage and benefit payments related to the Tuition Protection Plan.

Please note that if a payment via check fails due to non-sufficient funds, a $50 fee will be charged.

PAYMENT PLANS:

Plan I: Single-payment Plan
Under this plan, payment by cash or check should be made directly to Bosque School. The lump-sum payment is due the 1st Monday in July. Payment by credit card must be set up through FACTS Tuition Management Program as outlined below.

Plan II: Two-payment Plan
Again, payment by cash or check should be made directly to Bosque School. Payments are due the 1st Monday in July and the 1st Monday in December. There is a $150 processing fee to participate in the two-payment plan option. The first payment represents 70% of the balance due plus the processing fee and the second payment is for the final 30%. Payment by credit card must be set up through FACTS Tuition Management Program as outlined below.
Plan III: Ten-payment Plan
If you select the ten-payment plan, payments are made by automatic debit from a checking or savings account or by credit card. Payments for this plan begin in July and end with the April payment. Monthly charges are debited from your account on either the 5th or the 20th of each month. Your scheduled payment will appear as a line item on your monthly checking, savings or credit card account statement from your financial institution.

Plan IV: The Bosque Pledge Plan: Guaranteed Tuition
If you select the Bosque Pledge plan, equal payments are guaranteed over a 48-month period encompassing grades 6 through 9. Payments are made by automatic debit from a checking or savings account or by credit card. Payments for this plan begin in July of the 1st year and end with the June payment at the end of the 4th year. Monthly charges are debited from your account on either the 5th or the 20th of each month. Your scheduled payment will appear as a line item on your monthly checking, savings or credit card account statement from your financial institution.

Families may opt out of the Bosque Pledge plan at any 12-month interval but please note that opting out does not allow the family to re-enter the Bosque Pledge plan at any time during the student's 6th through 9th grade years.

FACTS Tuition Management Program will process payments for the ten-payment plan and the Bosque Pledge plan on behalf of Bosque School. Please do not send checks to Bosque for these payments. If you are choosing to participate in the ten-payment plan or the Bosque Pledge Plan, please set up an account with FACTS by clicking here [https://online.factsmgt.com/signin/3F9JQ] prior to May 1st. This will allow you to be set up in the FACTS system for your first tuition payment on either July 5th or July 20th. For this plan, FACTS charges a $45 annual fee per family if the same bank account is used. If different bank accounts are used, the annual fee is $45 per account. Although FACTS does not assess any interest for this service, Bosque School charges a $350 annual processing fee to those families electing the ten-month or Bosque Pledge options.

Please be aware that FACTS charges a $30 fee each time a scheduled payment does not go through.

Payment by credit card requires an additional 2.75% convenience fee charged by the FACTS Tuition Management Program as outlined below.
Once you have set up your online payment plan with FACTS and created your user name and password, you can view and update your payment plan online. From the FACTS site you can:

- Make up missed tuition payments
- Make a tuition payment in advance
- Add multiple payment methods to your FACTS profile (i.e. credit card, bank account)
- Switch between payment methods throughout the year (credit card to bank account or vice versa)
- Maintain your demographic and financial account information

**Credit Card Payments:**

If you are paying tuition and fees by credit card - in one, two, or ten payments – you must enroll in the [FACTS Tuition Management Program](https://www.factscom.com) to set up your credit card agreement. The annual enrollment fee depends upon the payment option selected: one payment-$0, two payments-$10, ten payments-$45, Bosque Pledge-$45; if different credit card accounts are used, the annual fee is $45 per account.

Please be aware that FACTS charges a $30 fee each time a scheduled credit card payment does not go through.

FACTS also charges a convenience fee on credit card payments only, of 2.75% of the payment amount. The Bosque School FACTS ID number is 2161. The tuition balance and the student identification number (“Customer ID”) are on your Bosque invoice. Credit card agreements must be set up with FACTS at least two business days before the due date of your first payment.

FACTS accepts MasterCard, Visa, Discover and American Express. Your scheduled payment will appear as a line item on your monthly credit card statement.

If your credit card expires or if you want to make payment from a different credit card, you must log on to your FACTS account to make the changes. FACTS must receive change requests at least 3 business days prior to your payment due date.

Credit card payments for registration fees, Winterim and donations can be made directly through the Bosque School Business Office. We accept MasterCard, Visa, American Express and Discover for these non-tuition payments.

**Financial Aid:**

Families awarded financial aid have all four payment options available. All the same assumptions noted above for each payment plan apply, including the processing fees.
Tuition Loans:

There is also a monthly payment tuition loan plan offered by an outside financing source. For more information on this option contact the Business Office.

Delinquent Tuition Accounts Policy:

The Bosque School Board of Trustees has adopted a revised past-due tuition policy which is as follows:

1. Accounts 30 Days Past Due - 21% per annum (1.75% per month) - Interest will be charged monthly on your past due balance until the account is paid in full.

2. Accounts 90 Days Past Due - 2% per month penalty - Penalty will be added to the interest charge for a total charge of 3.75% per month.

3. Accounts 120 Days Past Due - The account will be turned over to Bosque School’s attorney for collection. Interest and penalty will continue to accrue on a monthly basis at a rate of 3.75%. You will be responsible for all reasonable attorney’s fees plus court costs incurred by the School in effecting the collection.

4. If an account is past due at the time of enrollment for the following school year then that student will not be allowed to enroll unless payment arrangements have been made with the School.

5. Students with past due account balances from the previous school year of more than $200 at the beginning of the school year will not be allowed to start school.

6. Student tuition accounts must be current as per their enrollment agreement or they will not be able to start a new school year, unless they have made special payment arrangements with the school.

Keeping You Informed:

You will receive statements from the Business Office that detail all charges and payments. Please review the statements carefully for accuracy, and if you have any questions, contact the Business Office. Our office hours are 7:30 a.m. to 4:30 p.m. Monday through Friday. We are always willing to make time to assist families with any questions they might have! It is advisable to make an appointment in advance for complex issues.