



## TUITION FOR THE 2023-2024 ACADEMIC YEAR

The successful education of a student at Saint Matthew's Episcopal School depends on a positive relationship between the school and families. To nurture and sustain a successful working relationship, both parties in the partnership must fulfill specific obligations and expectations. Saint Matthew's receives minimal funding from local or state government and none from Saint Matthew's Episcopal Church or the Episcopal Diocese of Louisiana. The primary source of revenue is through tuition. Tuition payments must be made according to the online "Enrollment Contract" digitally signed by each family so that payroll and other school financial obligations are met on time.

**All Grade Levels: \$6,154 annually \*\***

*\*Separate fees are not assessed for Technology, PE, STEM Lab, Field Trips, Art, or School Supplies; these fees are included in tuition.*

**Tuition:** \$5,679

**+ Fees:** \$475 (Art, Technology, Spanish, STEM lab, field trips, Health and PE, class supplies, and faculty benefits)

*\*\* A multiple sibling discount extends a 5% reduction in tuition for the second student enrolled and a 10% reduction in tuition for the third (+) student(s) enrolled. The sibling tuition reduction program cannot be combined with other reductions in tuition. SME Church members also receive a discount.*

**ALL payments must be made through FACTS Mgt. for the 2023-2024 academic year.**

### PAYMENT OPTIONS:

- **FULL** – \$6,154 due on June 5, 2023 – payable through FACTS Mgt.  
( \$25 annual FACTS enrollment fee per family)
- **SEMI-ANNUAL** – \$3,077 due on June 5, 2023 and November 5, 2023 – payable through FACTS Mgt.  
( \$25 annual FACTS enrollment fee per family)
- **QUARTERLY** – \$1,538.50 due on June 5, 2023; September 5, 2023; December 5, 2023; and March 5, 2024  
– payable through FACTS Mgt. (\$55 annual FACTS enrollment fee per family)
- **MONTHLY** – \$559.46 due on the 5<sup>th</sup> of each month beginning June 5, 2023 and ending on April 5, 2024  
– payable through FACTS Mgt. (\$55 annual FACTS enrollment fee per family)

### TUITION REFUND INFORMATION:

Saint Matthew's expenses are incurred on an annual basis, and the budget is based on students remaining the entire year. To ensure that the annual budget is not compromised, the following refund policy applies for all students:

- If student withdraws prior to the first day of school, 75% of annual tuition is refunded.
- If student withdraws prior to or on September 30, 50% of annual tuition is refunded.
- If student withdraws after September 30, no refund is given; stoppage of payment plan will not occur.

*If a student withdraws from Saint Matthew's, the Administration must be notified in writing by the parent or guardian.*

Parents who select the semi-annual, quarterly, or monthly payment options through FACTS Mgt. are required to pay the remaining balance on their tuition accounts before student records will be released. Upon withdrawal, the principal balance will be reduced by the percentage stated above according to the date of withdrawal. The parents are obligated to continue with payments until the tuition balance is paid in full.



## APPLICATION AND FEE SCHEDULE

### APPLICATION CALENDAR

January 13, 2023	Reenrollment begins for current Saint Matthew's students and their siblings, and children of current faculty and registered church members.
January 27, 2023	Online Enrollment is open to new applicants.
February 28, 2023	Deadline to apply for financial aid online through FACTS Mgt.
March 5, 2023	Last day for early registration
March 31, 2023	Deadline for returning families to enroll in FACTS Mgt.
June 5, 2023	First/Full tuition payment due to FACTS Mgt.

### APPLICATION FEES

Application fees must accompany the completed application of all **new applicants** seeking admission in **all grade levels**. The application fee is \$100.00 per student. (\$50 for second applicant and \$20 for third applicant applying in the same year.)

### REGISTRATION FEES

**Registration fees are due after students have been accepted by Saint Matthew's Episcopal School.** Parents will receive communication from the Head of School regarding the student's acceptance status and instructions to the complete online enrollment process. **Registration fees for returning students will be paid through FACTS Mgt.**

Registration begins on January 13, 2023 for current students and their siblings and is open to new applicants on January 27, 2023. Registration fees are non-refundable. Registration and completed admission applications are due by March 5, 2023, after which families will be assessed an additional \$50.00 per child.

**Registration fees for one student on or before March 5, 2023 - \$450.00**  
Second student in family - \$200.00  
Third (+) student(s) in family - \$0

**Registration fees for one student after March 5, 2023 - \$500.00**  
Second student in family - \$250.00  
Third (+) student(s) in family - \$0

\*Separate fees are not assessed for Technology, PE, STEM Lab, Field Trips, Art, or School Supplies; these fees are included in tuition.