



January 16, 2019

Dear Parents,

Reenrollment for school year 2019-2020 is here, and your continued investment in a Prince education provides a unique and safe Christ centered environment that is deliberate in its approach to preserve the moral innocence of youth. We frequently hear comments from prospective families and visitors regarding the welcomed difference they see, hear, and feel in our family-school community after spending time on our campus. We recognize what we have at Prince is special, and our faculty and staff are intent on preserving it as we seek to partner with Christian families to develop students to their fullest potential.

Our published high school standardized test score average for the past three years surpasses that of the second highest-ranking school district in the state, Oconee County, and last year our K-8 test scores surpassed 97% (yes 97!) of *all* schools within the Association of Christian Schools International. But while much about school often centers on grades, course rigor, and standardized test scores, athletics and fine arts, at Prince we embrace a strategic mindset that recognizes education is merely a means to an end, and the end itself is a personal relationship with Jesus Christ. While one leads to acceptance at a competitive college, the other is far more significant - the gift of life eternal. *Public schools and secular private schools are not equipped to meet this most important objective for the simple fact that God, by law, has been removed from their classrooms.*

Our school remains debt free, which also stands in sharp contrast to many private schools our size both Christian and secular; however, in order to meet increasing operating costs (higher healthcare premiums, a standard 1.0% teacher salary increase, etcetera) a modest 4.85% tuition increase for next school year has been approved by the school board (that averages about \$39 more a month, the price of a dinner for two). When one compares the cost of our tuition to the quality of our faculty, expanding programs like dual enrollment, athletics, and fine arts, and the caliber of our facilities to other secular and private schools in our service area, *a Prince Avenue education is clearly the best value and remains one of the least expensive.* The small number of schools in our immediate service area with costs lower than ours do not have the scope, depth, or quality of programs we provide. You can see a tuition comparison chart for this school year [HERE](#). Simply stated, Prince remains the best value for your investment.

If you have any questions about our reenrollment process, I encourage you to email our Admissions Director Victoria Carter at vcarter@princeave.org or call her at (678) 726-2305. We encourage you to reenroll early so we can continue our planning for the 2019-2020 school year!

Warm regards and in His service,

Seth Hathaway
Head of School



Reenrollment Instructions

In February, the PACS leadership team will begin making financial decisions for next school year based on the number of reenrolled students. In private schools like ours, enrollment drives the budgetary process, and the competition for securing quality teachers and service providers for next school year begins at this time. Due to the need for accurate student data from current PACS families, we encourage you to complete the reenrollment process early.

To complete our online reenrollment process, you will access our ParentsWeb through your existing login.

- Please go to www.factsmgt.com
- Select **Parent Login** from the menu bar and **FACTS Family Online (ParentsWeb)** from the drop-down menu.
- The district code is PACS-GA. Type in your username and password. If you have forgotten your username or password, please click on the link provided.
- After logging in, click on the **Family** button in the left menu.
- Click on the **Enrollment/Reenrollment** button.

You will need to complete reenrollment for each of your children. The online process should take approximately 15 minutes per student to complete. Your information will be saved if you need to finish at a later time.

Early Reenrollment Fee	Late Reenrollment Fee	
On or before February 28	March 1 – April 30	May 1 st and Later
\$100 per student	\$200 per student	\$300 per student

- The reenrollment fee is assessed per student, not per family.
- The reenrollment fee is independent of tuition.
- As part of the recent software enhancements, PACS is utilizing a new reenrollment process that combines the registration portion along with the fee payment within the same system.
- As part of reenrollment, you will have the option to select your preferred tuition payment plan for the 2019-20 school year (either pay in full or monthly). Select families may have the option to skip this step based on prior arrangements with the Business Office.
- When you pay the reenrollment fee, you will be given the option to use one of your saved bank accounts or credit cards from FACTS without having to reenter that information. Alternatively, you can enter a new account or debit/credit card. There are no service fees if a bank account is used, however, there is a 2.85% processing fee for debit/credit card payments.

If you do not have a ParentsWeb Login:

- Please go to www.factsmgt.com
- Select **Parent Login** from the menu bar and **FACTS Family Online (ParentsWeb)** from the drop-down menu.
- After the FACTS ParentsWeb Login screen opens, please select **Create New ParentsWeb Account**.
- Enter **PACS-GA** into the District Code field.
- Enter in the email field your email address as provided in your application to the school.
- Click the **Create Account** button.
- You will receive an email from FACTS Customer Support containing a link that will allow you to create your username and password. For security purposes the link will remain active for 6 hours.
- Please click on the link. A **Change/Create Password** screen will open. You may use the default username provided, or create a new username. Then type in your desired password into the Password field and Confirm Field.
- Click on the **Save Username and/or Password** button.
- Close the window.
- Log into ParentsWeb as instructed above.

If you need assistance with reenrollment, or have questions, please contact us:

- Problems accessing ParentsWeb? (678)726-2353 or itsupport@princeave.org
- Need assistance with general reenrollment and/or the admissions office? (678)726-2305 or vcarter@princeave.org
- Need assistance with the fee payment or have financial questions? (678)726- 2312 or businessoffice@princeave.org

Financial Agreement

Tuition and Fees

The tuition and fees for the school year 2019-2020 are included within this reenrollment packet as an attachment and are available under the Admissions section of the PACS website at <http://www.princeave.org/admissions/tuition-fees>.

FACTS Management Fee

PACS partners with FACTS Management to offer convenient on-line access to establish tuition payment plans, review charges, and make payments. FACTS charges a \$20 per year fee per family for this service if the tuition is paid in one or two installments. For month payment plans, FACTS charges a \$50 fee per year per family. These fees must be paid in full prior to, or along with, the first tuition payment.

Payment Plan Options

- Annual Payment - The full year of tuition is paid in a lump sum in advance.
- Monthly Payments – If you are a returning family, or have been accepted prior to June 2019, you may enroll in a 12-month payment plan option: the first payment is due June 17, 2019, and the final payment is due May 15, 2020.
- Condensed Monthly Payments – If you are accepted after the normal 12-month payment cycle has begun, your monthly payments will be calculated from the date of your acceptance to the final payment due on May 15, 2020.

- Alternatively, families may choose to have monthly tuition payments due on the 1st of each month, rather than the 15th.
- FACTS requires that either a checking/savings account or a credit card be linked to each family account. FACTS assesses a service fee charge (approx. 2.85%) for debit and credit card payments.

Discounts and Financial Aid

- Annual Payment Discount - Families who pay in full by June 17, 2019, will receive a 4% discount off their final tuition. Full payments received prior to August 15, 2019, will receive a 2% discount.
- Prince Avenue Baptist Church Member Discount – a 10% discount is available for parents and guardians who are active members of PABC, attend church regularly, and have tithed/gifted an amount that is equal to or greater than the discount amount per student during the preceding 12 months. PACS will validate all PABC member discounts with the church.
- Tuition discounts are not offered for students in the Pre-Kindergarten program.
- Financial Aid is limited and available to select families who qualify based on mathematical computations by FACTS used to determine aid eligibility. Financial aid requests will be accepted using data from the 2018 tax year, so please prepare your tax return prior to completing a financial aid request. Financial aid requests will be considered as received; however, aid requests should be submitted before May 15th to ensure an aid award is posted to FACTS prior to the first tuition payment date.
 - Visit <https://online.factsmtg.com/aid>. The username and password will be different from your ParentsWeb log-in. If you used FACTS prior to our software upgrade in November 2018, you will use this “old” FACTS login. If you joined PACS after December 2018, you will need to create a new account/log-in exclusively for your aid application.

Needs-Based Scholarships

There are a select number of needs-based scholarships that are primarily awarded to students who possess scholastic aptitude and display strong Christian character traits. Please review the scholarship offerings on the PACS website at <http://www.princeave.org/admissions/scholarships>. Scholarship applications are due to the front office by **Monday, April 8, 2019.**

Incidental Fees

In an effort to keep general tuition for all students at an affordable rate, those students who elect to participate in co-curricular activities and use auxiliary services will be assessed incidental fees that are necessary in order to cover the costs of administering each optional activity. A listing of incidental fees is available on the school website at <http://www.princeave.org/admissions/tuition-fees>. Please use the posted incidental fees as a guideline until the 2019/20 fees are finalized during the summer break.

Returned Payments and/or Overdue Balances

Prince Avenue Christian School relies on each partner family to pay student tuition and incidental charges in a timely manner. For returned payments, FACTS charges a \$30 non-sufficient funds (NSF) fee in addition to charges you may receive from your bank. Prince Avenue Christian School charges a \$25 fee per occurrence on late tuition payments and assesses a 2% per month late fee for unpaid incidental balances. Grades, report cards, and diplomas (for graduating students) will not be released until a family’s FACTS account is paid in full.

If neither the payment due nor satisfactory arrangements have been made within 60 school days after the due date, the student may be withdrawn from classes by the school. If this occurs, in order to re-enroll, the full registration process must be followed. Chronically past due accounts may be turned over to a collection agency and all collection fees will be the responsibility of the student’s parents or legal guardians.

Early Withdrawal

Initial acceptance and reenrollment contracts with Prince Avenue Christian School represent a binding agreement between a family and the school for the contract period, which is one school year. Because teachers contracts, school services, and curriculum and supplies are funded and purchased at the beginning of each school year based upon student enrollment, honoring the one year contract period is necessary to ensure the school delivers the services agreed upon after students are enrolled. Exceptions to this contract commitment include:

- *Withdrawal following reenrollment prior to the first day of school:*
If a family withdraws a student after completing reenrollment but BEFORE the first day of school, the family will forfeit the non-refundable reenrollment fee and be assessed a \$300 withdrawal fee per student. Upon paying the withdrawal fee and setting all other financial balances, the family will be released from the tuition contract for the upcoming school year.
- *Withdrawal following the first day of school:*
Prorated tuition for early withdrawal is the exception, and any family who desires to withdraw their student prior to the end of the school year is expected to honor the financial commitment for the one year contract period. Exceptions are handled on a case by case basis, and any requests for prorated tuition must be made in writing to the Head of School. In cases where prorated tuition is awarded, families will be charged a withdrawal fee of \$500 per student.



Tuition and Fee Schedule 2019 – 2020

Annual Tuition		
	Full year	Monthly rate based on 12 equal payments
Pre-K (3 day Tues, Wed, Thurs) mornings only	\$4,092	\$341
Pre-K (5 day) mornings only	\$4,692	\$391
Lower School (Kindergarten – 5 th grades)	\$9,156	\$763
Middle and High School (6 th – 12 th grades)	\$10,356	\$863

Annual Tuition can be paid either by lump sum in advance or by a monthly payment plan over 12 months with the first payment due on June, 17, 2019 and the final payment due on May 15, 2020. The tuition for students who are accepted after June 17th will be spread over the remaining months of the school year with the final tuition payment due on May 15th.

Tuition Discounts		
Prince Avenue Baptist Church Member Discount	10%	Parents/guardians who are active members of PABC, which includes regular attendance to Worship Services and regular giving through the stewardship, program of the church. This information will be verified with the church prior to the discount being applied.
Full Time Ministers	10%	Ministers must provide a letter from their church verifying full-time employment.
Multiple Children Discount	\$150	A discount of \$150 per year will be applied for each student beyond the first child.
Annual Payment Discount	4%	Tuition is paid in full by June 17, 2019.
	2%	Tuition is paid in full by August 15, 2019.
Pre-K Level Students	No Discounts	Discounts are not offered for the Pre-K level.

Reenrollment Fees for Returning Students (Non-Refundable) for 2019-2020		
Early Reenrollment Fee	Late Reenrollment Fee	
On or before February 28	March 1 – April 30	May 1 st and Later
\$100 per student	\$200 per student	\$300 per student

Required for New Students (Non-Refundable)		
Application Fee	\$245	This includes the cost of student entrance testing

Required Fees (Non-Refundable)			
FACTS Management (Fee is paid to FACTS)	\$20	If tuition is paid as a lump sum or in 2 installments	One charge per FACTS account per year
	\$50	If tuition is paid via a monthly payment plan	
Lower School Supply Fee	\$45	Covers a student's supplies. Billed in August.	Pre-K – 5 th Grades
Technology Fee	\$325	Billed in 10 monthly installments (Aug – May).	6 th - 12 th Grades
Graduation Fee	\$60	Covers regalia, diploma, and ceremony supplies. Billed in March.	Kindergarten
	\$175		12 th Grade

Fees for International Students Only (Non-Refundable)		
Visa Processing	\$250	I-20 processing (new enrollee only)
Application Fee	\$245	Initial application fee (new enrollee only)
Technology Fee	\$325	6 th - 12 th grade international students (due annually)
International Student Fee	\$2,900	Due annually
FACTS Management Fee	\$50	Due annually
Graduation Fee	\$175	Due only for 12 th grade students who will graduate

Fees for optional co-curricular, auxiliary services, athletic teams, class trips, and instructional enhancement activities are published on the PACS website at www.princeave.org/admissions/tuition-fees. Click on the Incidental Fees PDF.

Returned Payments and Overdue Accounts: For returned payments, FACTS charges a \$30 non-sufficient funds (NSF) fee in addition to charges you may receive from your bank. Prince Avenue Christian school charges a \$25 fee per occurrence on late tuition payments and assesses a 2% per month late fee on unpaid incidental balances.



PRINCE
AVENUE CHRISTIAN SCHOOL

2019-20 Academic Calendar

(Revised 1-4-19)

AUGUST

Monday, 8/5 - Thursday, 8/8
Thursday, 8/8
Friday, 8/9

Teacher Preplanning
Wolverine Welcome
First Day of School – Early Dismissal

SEPTEMBER

Monday, 9/2
Thursday, 9/26
Friday, 9/27

No School – Labor Day
Wolverine Growl/Block Party
Homecoming

OCTOBER

Friday, 10/11
Monday, 10/21 - Wednesday, 10/23
Wednesday, 10/23

End of 1st Quarter
No School – Fall Break
Teacher Professional Development

NOVEMBER

Monday, 11/11
Friday, 11/22
Monday, 11/25 – Friday, 11/29

Veterans Day Ceremony
Grandparents' Day – Early Dismissal
No School – Thanksgiving Break

DECEMBER

Wednesday, 12/18
Thursday, 12/19 – Friday, 1/3

End of 2nd Quarter/1st Semester – Early Dismissal
No School – Christmas Break

JANUARY

Friday, 1/3
Monday, 1/6
Monday, 1/20

Teachers Return – Teacher Professional Development
Students Return
No School – MLK Day

FEBRUARY

Monday, 2/17
Tuesday, 2/18

No School – President's Day
No School – Teacher Professional Development

MARCH

Friday, 3/13

End of 3rd Quarter

APRIL

Monday, 4/6 - Friday, 4/10

No School – Spring Break

MAY

Friday, 5/8
Friday, 5/15

Saturday, 5/16
Friday, 5/22
Monday, 5/25
Tuesday, 5/26 - Thursday, 5/28

Last Day of School for Seniors
Last Day of School for Pre-K & Kindergarten
Kindergarten Graduation – 9:00 am
High School Graduation – 10:00 am
Last Day of School (1st-11th) – Early Dismissal
Memorial Day – Office Closed
Teacher Post Planning