

# Student Financial Policy

This policy describes the financial arrangement the School of Kingdom Ministry and the students that attend the School of Kingdom Ministry at the various locations enter into.

- Unless another arrangement is made in advance by the **Facilitator**, students agree to pay the student fee according to the following schedule and rates:
  - The first half of tuition is due by the end of the first month of fall classes on **[insert date here]**.
  - The second half of tuition is due by the end of the first month of spring classes on **[insert date here]**.
  - Student Tuition for the SoKM school year (both semesters included) is **[change these according to your location's charge]**:

<u>Number of Students in Family</u>	<u>Cost per Student</u>
1	\$250 (\$125/semester)
2+	\$200 (\$100/semester)

- Acceptable forms of payment are:
  - Cash – Please put it in an envelope with your name, the total enclosed and marked “SoKM Tuition” on the outside.
  - Check – Made out to **[insert check info]** on the memo line.
  - Credit Card – Will be taken in person at classes. **[Remove if you can't do this]**

Should the student drop out of class, their balance of tuition money they owe to the School of Kingdom Ministry will be prorated according to the number of semesters they participated in (all, half or none returned). Attending more than two weeks in any given semester counts as participating in that semester. If the student has paid more than their prorated balance the extra will be returned to him or her.

