



A Pennsylvania Charitable Trust  
110 Elmtree Road, New Kensington, PA 15068

**PAYMENT AGREEMENT  
2023-2024**

Family Name \_\_\_\_\_

Total Family Amount \$ \_\_\_\_\_

I/We agree to pay Mary Queen of Apostles School the tuition and all fees for the attendance of my/our child(ren) as established by the school for the 2023-2024 school year. I/We elect to pay the tuition and costs according payment plan we set up through FACTS during the enrollment process. I have elected the following:

\_\_\_\_\_ One Payment recorded on FACTS in July 2023

\_\_\_\_\_ Two Payments on FACTS in July 2023 and January 2024

Quarterly Payments on FACTS

\_\_\_\_\_ Monthly payment plan on FACTS that will bring the balance to zero by June 30 or earlier of the school year completed in June.

\_\_\_\_\_ Combination of above options on FACTS *approved by principal*. Please indicate which options have been approved and the dates for payments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I/We further agree that all payments will be paid when due. Should I/we be late in payment, I/we understand that the following process will be followed:

- a) The parents/guardians will be notified of any payment not received.
- b) The parents/guardians will be given 20 calendar days to bring the account to current status or meet with school administration to have an adjusted payment contract approved (not a guarantee).
- c) If the account is not brought to current status, and an adjusted payment contract is not agreed upon and approved by school administration, the student enrollment will cease at the end of the current quarter.

**NO CASH PAYMENTS ARE ACCEPTED.**

*(Continued on back including signatures)*

(Revised January 2017)

