

FINANCIAL POLICIES AND PROCEDURES

Mesa Grande Academy's Board attempts to keep the school tuition and other charges as low as is consistent with good fiscal management. Tuition payments do not cover the full operating costs of MGA. Constituent Churches and the Southeastern Conference of Seventh-day Adventists provide additional assistance. The MGA Board reserves the right to adjust charges for tuition and fees at second semester should unstable economic conditions warrant such adjustments. The following financial policies have been adopted by the Board:

REGISTRATION

- ◆ All outstanding accounts, at MGA, or other SDA schools, must be settled prior to registration at MGA.
- ◆ MGA will not prorate tuition for late registrants or prolonged absences if the student is receiving full academic credit.
- ◆ When a student enrolls after the start of school, the tuition, comp fees and other applicable fees will be charged from the beginning of that month.

DISCOUNTS:

- ◆ **MULTI-FAMILY DISCOUNT:** For families with 3 or more students, a 15% tuition discount will be given to the 4th student and a 10% tuition discount will be given to the 3rd student. Students are eligible for one discount and the most advantageous discount will be applied.
- ◆ **NEW STUDENT DISCOUNT:** A tuition discount of 10% will be given for each new student that enrolls at MGA in their first year. A corresponding discount will be given to a current family that refers a new student. (Limited to one discount per current student per family.) To qualify, the new student's name must appear on the current student's re-application form and the current family's name must appear on the new student's application form.
- ◆ **ON-TIME DISCOUNT:** An on-time discount of \$5 per student will be given for all accounts paid in full by the 15th of the month.

FINANCIAL CLEARANCE: Financial Clearance will be given to all accounts that have are current (or have made arrangements with the Business Office). Clearance is needed for:

- ◆ Overnight trips
- ◆ Incurring additional charges
- ◆ Semester and Final exams
- ◆ Graduation participation-Grades 8 and 12. Accounts must have a current balance by the end of the 3rd quarter and be paid in full to receive diplomas. Cash or money orders may be required for payment on delinquent accounts.

OTHER:

- ◆ Payments received by the 15th of the month will be given an on-time discount. Payments must be received by the 25th of the month to be considered on-time.
- ◆ MGA does not accept second party Checks.
- ◆ An account may incur a service charge of \$10.00 per month for accounts that are over 90 days past due.
- ◆ If a check is returned for any reason, a fee of \$25.00 will be charged. A history of checks returned for insufficient funds may result the requirement that payments be made in cash or money order.

FINANCIAL ASSISTANCE: Please contact your local church education representative regarding tuition assistance or the Southeastern California Conference Office of Education for application and/or information on the Pacific Union Endowment Fund, Conference Low Income Scholarship or Conference Ethnic Scholarship. Additional tuition scholarships may be available.

EDUCATIONAL SUBSIDY: If your employer offers educational subsidies for your child, you must apply with your employer and submit the signed authorization to the Business Office. Accounts will be credited after payments are received from your employer. Responsible parties should continue to make full payments on accounts until the Business Office has received the allowance.

WITHDRAWAL:

- ◆ If an account becomes 60 days past due, the student will be asked to withdraw from school until the amount is paid in full or satisfactory financial arrangements are made.
- ◆ When a student permanently withdraws from school, a parent or responsible party, must file a *Withdrawal Form* with the MGA office. Tuition will be charged to the end of the month indicated on the *withdrawal form*. Class dues, comp fees, and classroom supply fees are non-refundable.
- ◆ All payments are due by the 25th of the month. Accounts 60 days delinquent in excess of \$100.00 will incur a service charge of \$10.00 per month.

PAYMENT PROCEDURE

All payments should be made payable to *Mesa Grande Academy* and delivered or mailed to:

Mesa Grande Academy
975 Fremont Street
Calimesa, CA 92320

Financial Information

2017 – 2018



MESA GRANDE ACADEMY

Commitment to His Excellence

TUITION / COMP FEES

Billed	Comp		Total
	Tuition	Fee	
	Aug-May	Aug-Dec	
TK – 6 th	5,805	500	6,305
7 th - 8 th	6,390	525	6,915
9 th -12 th	8,625	550	9,175

Parents may start paying /prepaying on their accounts during the summer.

OTHER CHARGES

(ESTIMATED expenses to help you in planning)

Due by Registration

Application Fee-New Students (Waived before March 31)	25
P.E. Uniforms (Basic Uniform)	~25
Textbooks (7- 8)	~250 - 350
Textbooks (9-12)	~300 - 600
Intent to Return Deposit (per family)	50
Returned Check Charge	25
Transcript	5

Day Care – (Grades TK – 6)

Before / After School Care		
Mon – Friday	7:00 to 8:00 am	No Charge
Mon – Thurs	3:45 to 6:00 pm	5.00 / hr
Friday	1:00 to 4:00 pm	5.00 / hr
Mon – Thurs	After 6:00 pm	10.00 / 15 min
Friday	After 4:00 pm	10.00 / 15 min

TK-8 Fees & Trips (When Applicable)

	Supply	Field	Dues	Other	Est Total
	Fee	Trips			
TK & Kindergarten	75	60	---	-0-	135
1 st Grade (Bible)	40	60	---	15	15
2 nd Grade	50	50	---	-0-	100
3 rd Grade (SeaWorld)	50	50	---	180	280
4 th Grade (Disneyland)	30	50	---	145	225
5 th Grade (Catalina Island)	35	160	---	300	495
6 th Grade (Astro Camp)	40	30	---	240	315
7 th Grade (Bible Camp, History)	50	60	---	200	310
8 th Grade (Bible Camp, History)	20	100	100	400	620
8 th Grade 8/9 th PSAT (Required)	---	---	---	10	10
Jr Hi Varsity (All Sports)	---	---	---	150	150

Grades 9 – 12 (When Applicable)

	9 th	10 th	11 th	12 th
	Grade	Grade	Grade	Grade
ACT/SAT	---	---	---	60
Biology Trip	---	175	---	---
Car Registration	---	---	\$10	\$10
Choir	260	260	260	260
Dues	150	200	250	300
East Coast History Bi-yearly	---	---	2,500	2,500
Improper Locker Clean Out	25	25	25	25
Jr /Sr Bible Camp	---	---	100	100
Leadership Conference	---	---	120	120
Life Skills Trip	150	-0-	-0-	-0-
Mission Trip	150	150	150	150
PSAT- 10 th grade – Optional	---	16	---	---
11 th grade – Required	---	---	16	---
Spanish II Trip	---	---	---	150
Student Association	120	120	120	120
Transportation-Monthly (Hemet or Palm Springs)	100	100	100	100
Varsity (Fall & Winter)	200	200	200	200
Varsity (Spring)	250	250	250	250

Lab Fees

	Billed	Yearly
Art / Life Skills	\$25 1 st & 2 nd Semesters	50
Auto Technology	\$25 1 st & 2 nd Semesters	50
Drama	\$25 1 st & 2 nd Semesters	50
Music – Band	\$40 1 st Semester	40
Music – Choir	\$40 1 st Semester	40
Music – Chorale	\$40 1 st Semester	40
Music – Hand bells	\$40 1 st Semester	40
National Honor Society	\$25 1 st Semester	25
Peer Counseling	\$15 1 st Semester	15
Sciences	\$25 1 st & 2 nd Semesters	50
Web / Video / Photo Classes	\$25 1 st & 2 nd Semesters	50
Woodworking Lab	\$25 1 st & 2 nd Semesters	50

INTERNATIONAL STUDENTS

Mesa Grande Academy offers a comprehensive English Language Program that prepares International Students (I-20) for high school graduation and college enrollment. Please call the school office at 909-795-1112 for further information.

SPECIAL ENROLLMENT/ INDEPENDENT STUDY FEES

If class is 80% full, student will not be accepted until registration for regular students is complete. Students may be allowed to enroll subject to administration and teacher approval. Please call the school office at 909-795-1112 for further information.