

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 (full-time only) 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

2018 – 2019



MESA GRANDE ACADEMY

Commitment to His Excellence

**TUITION & FEES
(Required)**

Billed	Comp		Other	Total
	Tuition	Fee	Fees	
	Aug-May	Aug-Dec	Aug-Dec	Aug-May
TK – 6 th	5,920	500	100	6,520
07 th	6,520	525	100	7,145
08 th	6,520	525	211	7,256
09 th	8,800	550	180	9,530
10 th	8,800	550	230	9,580
11 th	8,800	550	296	9,646
12 th	8,800	550	330	9,680

Comp Fees Include: Capital Renewal, Disaster Program, Classroom Allocation, Elementary Field Trips, Elementary Music, Home and School, Student Resources/Library Reading, School Enhancement, School Pictures, School Paper, Student Association, Student Insurance, Technology, Textbooks, Yearbook.

Other Fees Include...

Grade	K-7 th	8 th	9 th	10 th	11 th	12 th
Class Dues	---	100	150	200	250	300
Field Trips/Supplies	100	100	---	---	---	---
PSAT – Required	---	11	---	---	16	---
SA-Beach Day	---	---	15	15	15	15
SA-Spring Picnic	---	---	15	15	15	15
TOTAL	100	211	180	230	296	330

Class / Lab Related Fees - Charged as incurred

	Billed	Yearly
Art	\$25 1 st & 2 nd Semesters	50
Auto Technology	\$25 1 st & 2 nd Semesters	50
Biology Trip (10 th Grade Year)		175
Drama	\$25 1 st & 2 nd Semesters	50
Life Skills Lab	\$25 1 st Semester	25
Music – Band	\$25 1 st & 2 nd Semesters	50
Music – Choir / Chorale	\$25 1 st & 2 nd Semesters	50
Music – Hand bells	\$25 1 st & 2 nd Semesters	50
Music Tour (Billed \$50/month Nov to April)		300
Physical Science Lab	\$25 1 st Semester	25
Spanish II Trip (12 th Grade Year)		150
Varsity (Middle School) Sports	\$150 per Sport	150
Varsity (Fall/Winter) Sports	\$200 per Sport	200
Varsity Spring Sports	\$250 per Sport	250
Web / Video / Photo Classes	\$25 1 st & 2 nd Semesters	50
Woodworking Lab	\$25 1 st & 2 nd Semesters	50

Tuition & Fees - Continued

TK-8 Required (“Big Trips” Charged Separately)

	Description	*Total
3 rd Grade	Sea World	180
5 th Grade	Catalina Island	315
6 th Grade	Astro Camp	200
7 th Grade	CA History-Alternate Years (Even Yrs)	500
7 th Grade	Science Trip-Alternate Years (Odd Yrs)	200
8 th Grade	CA History-Alternate Years (Even Yrs)	500
8 th Grade	Science Trip-Alternate Years (Odd Yrs)	200

ELECTIVE FEES

Academy

	9 th Grade	10 th Grade	11 th Grade	12 th Grade
East Coast History Bi-yearly	---	---	2,500	2,500
Jr /Sr Bible Camp	---	---	100	100
Leadership Conference	---	---	120	120
Mission Trip-Local	150	150	150	150
Mission Trip-Overseas	2500	2500	2500	2500
National Honor Society	25	25	25	25
Peer Counseling	15	15	15	15
PSAT - 10 th grade – Optional	---	16	---	---
SAT - 11 th grade – Optional	---	---	46	---
SA - Banquet	50	50	50	50
SA - Barn Party	10	10	10	10
SA - Spiritual Retreat	75	75	75	75

Elementary

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

Hot Lunch Options (Catered)

Small Lunch	4.00
Large Lunch	4.50
Chef Salad	4.00
A-la-Cart	Various

Miscellaneous Fees As Incurred

ALL

Application Fee-New Students (Waived before March 31)	50
P.E. Uniforms (Basic Uniform)	20
Reenrollment Fee- (Waived before March 31)	50
Returned Check Charge	25
Transportation (Hemet or Palm Springs)	100/Monthly

ACADEMY

Car Registration (Junior Senior)	10
Improper Locker Clean Out	25
Textbooks / Subscriptions (9-12)	~100 – 500
Transcript	5

ELEMENTARY

Textbooks / Subscriptions (7- 8)	~100 - 350
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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. Discounts do not apply.

**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. Discounts do not apply.

Independent Comp Fees-All Students

	K-8	9-12
Registration Fee	25	25
Required Comp Fees:		
Capital Renewal	20	20
Disaster Program	8	8
School Pictures	16	16
Student Association (High School Only)	25	25
Student Insurance	33	33
Technology	75	75
Yearbook	50	80
Total Registration and Comp Fee	252	282

TK-8: (Max 2 Subjects)	345 / Subject /Semester
9-12 Credit (Max 3 Classes)	150 / Unit/Semester
9-12 Lab Fees	25 per Semester
(additional fees may apply)	

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