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*Loving to learn and learning to grow at... St. Mary's Catholic School*  
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*Proudly accredited by the New England Association of Schools and Colleges*

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## **TUITION REFUND POLICY**

For enrolled students who withdraw prior to the first day of School, the Parent/Guardian or Designated Party assuming responsibility for tuition will receive a refund of the amount of tuition paid (if any) in excess of 10% of the total tuition.

For students transferring out mid-year, the Parent/Guardian or Designated Party assuming responsibility for tuition may be entitled to a refund, or have a balance due to the School, based on the following policy. On a per student basis, the Parent/Guardian or Designated Party assuming responsibility for tuition is obligated to pay:

- An amount equal to the number of days the student attended St. Mary's (including both the first day of School and the day of withdrawal) multiplied by the daily tuition rate (annual tuition for the School year divided by 180 days), plus
- 20% of the total tuition for the student for the 2016-2017 School year

The School will notify the Parent/Guardian or Designated Party assuming responsibility for tuition whether there is a refund or a balance due, based on the above formula.

Any amount otherwise refundable under this Policy shall first be used to offset any amounts due to the School from the family (other than tuition and fees not yet accrued based on a signed Tuition Payment Plan).