

Financial Contract

Please read and sign. A copy will be returned to you for your file.

1. Payments

Fees are due at the beginning of each semester. If monthly payments have been arranged through the accountant, a deposit of 50% of the total semester fees is required. Interest will be charged at 1.5% per month (18% per annum). MasterCard® and VISA® are accepted on full semester payments on or before the first day of the semester only.

2. Withdrawals and Refunds

- a) No refund is given on tuition or room after September 30 of the first semester or February 28 of the second semester.
- b) Board is \$100.00 per week for less than a full semester.
- c) Surcharge for late withdrawal before second semester — Any students who choose to withdraw at the end of the first semester must notify the school in writing of their intent to withdraw not less than 30 days prior to the first day of the second semester. If notification is not received, a \$250 surcharge will be added to the first semester fees.

3. Overdue Accounts

A monthly interest charge of 2% per month (24% per annum) will be assessed on all overdue accounts.

4. Other Information

- a) When there are two students from the same family, a discount of 25% is granted on tuition, but not on the other fees. If there are three from the same family, a discount of 33% is granted on tuition.
- b) Thanksgiving, Christmas, midwinter break, Easter, and long weekends as designated in the school calendar, are not included in room and board fees.

5. Contributions for Income Tax Purposes

The tuition portion of fees will be receipted and can be used as a charitable donation for Income Tax purposes (Canadian students only).

Name of Student _____

Guarantor of Payment _____

Street/Box _____

City _____ Prov _____ Postal Code _____

Please select one of the following payment options:

_____ Fees will be paid on or before the first day of the semester.

_____ 50% of the semester fees will be paid on or before the first day of the semester. The remainder of the fees will be paid by cheques postdated the first of each month.

Arrangements for fees must be made prior to the first day of the semester.

In the event these financial arrangements are not adhered to and I/we are in a stage of default in regards to payment of the terms of agreement, I/we recognize that continued attendance at LCBI for _____ is not permitted. Should changes need to be made to this agreements it is my/our responsibility to contact the school office and arrange a suitable payment mechanism.

I understand that LCBI will not forward marks to the Saskatchewan Department of Education until financial obligations have been met.

I have read and fully understand this financial contract.

Signature of Guarantor _____ Date _____

Signature of LCBI Accountant _____ Date _____