



St. Catherine's Elementary School

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COVID 19 – Financial Hardship Frequently Asked Questions - School Tuition and Fees

Several school programs have been cancelled as a result of COVID 19 and the need to adhere to guidance given by the Provincial Health Officer and Ministry of Education. Will families receive a refund of fees for these programs?

Yes. The school accounting office is working with all program coordinators and school administration to determine what portion of these incidental fees can be refunded immediately. Refunds will be given for those programs and activities that were to take place between 30 March and end June (eg, hot lunch program, mission trips, team participation fees, etc.).

How will these refunds be processed?

Refunds will be processed and returned to families no later than 15 April 2020. Any specific fees where the refundable portion has yet to be confirmed by this date will be refunded as soon as possible after this date once confirmation has been received.

The method of refund payment will vary from family to family. The quickest and preferred method for the school is by electronic funds transfer credit to the same bank account that the school has on file. In instances where the school does not have these details a cheque will be issued and sent by regular mail. Families wishing to obtain these refunds via electronic funds transfer where they have not provided those details to the school should contact the school to make arrangements.

Does my family still need to pay tuition for the balance of the 2019-20 school year?

Yes, full tuition remains due for the balance of the school year. We recognize that some families have been impacted financially by the economic dislocation caused by COVID 19 and wish to emphasize to our families that we are here to help. Our commitment to you and our desire is that all families remain part of our Catholic schools for the remainder of this school year. Surviving *and* thriving through this will require everyone's sacrifice and service to one another.

What if my family is unable to pay the balance of tuition fees due?

We are looking at every opportunity to reduce costs (without compromising the quality of education) to free up resources to provide tuition assistance to families impacted financially by this crisis. If your financial circumstances have changed significantly as a result of COVID 19 and you are unable to pay your tuition, please write to the principal and the Education Committee Chair and we will work with you on an appropriate plan to defer tuition fees in whole or in part. We do not want anyone to withdraw from the school should they be unable to pay tuition.

If you need to make such a request, please complete the **COVID19_TuitionAssistanceForm** and email it to the principal and EC Chair of St. Catherine's Elementary School;

jbrophy@stcatherines.ca and pec@stcatherines.ca