

WHITE ROCK CHRISTIAN ACADEMY

No: 3502

Tuition Assistance Policy

Approved: March 2006

Revised: November 2010

Revised: November 2018

Rationale

The Board of Directors for White Rock Christian Academy (“WRCA”) strives to ensure that qualified students who desire a Christian education should not be denied that opportunity because of economic hardship.

To know wisdom and instruction, to understand words of insight, to receive instruction in wise dealing, in righteousness, justice, equity; to give prudence to the simple, knowledge and discretion to the youth-

Let the wise hear and increase in learning, and the one who understands obtain guidance, to understand a proverb and a saying, the words of the wise and their riddles. The fear of the LORD is the beginning of knowledge; fools despise wisdom and instruction.

Proverbs 1:2 – 7 (ESV)

A core value of WRCA is to form resilient and mature followers of Christ, and it is WRCA’s desire to see as many students as possible attend the school in order to help them in their pursuit of knowledge.

To that end, we are called to fiscal responsibility and must have policies and guidelines to ensure that financial aid is granted to those who truly need it.

Definitions:

Immediate Family for the purpose of this policy, a family is defined as the birth parent(s) of a child; any stepparents; any child(ren) from the first relationship; any child(ren) from any subsequent relationship; any guardian(s) to the child.

Parent for the purpose of this policy, a parent will refer to the birth parents; any stepparents; or legal guardians to the child.

Policy Statements	Regulations
1. Tuition assistance (also known as financial aid) will only be considered when an application is complete and an offer of admission has been given to the family.	1.1 Each applicant family must be eligible to be admitted to the school. 1.2 If the family is eligible to be admitted to the school, the family may apply for tuition assistance.

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<p>2 The primary responsibility of for financing the student’s education is the immediate family.</p>	<p>2.1 WRCA will not be bound by the assertion of a parent that they are not responsible for the educational expenses but will assess on a case-by-case basis in justification for the provision of financial aid.</p> <p>2.2 WRCA has adopted the position that families who are applying for financial aid should have parents employed.</p> <p>2.3 Financial aid is for the purpose of tuition assistance only. All school fees, band rentals and other costs associated with education are the responsibility of the family.</p>
<p>3 The Financial Aid Team will determine whether a family is approved for financial aid.</p>	<p>3.1 The board of directors has delegated Administration with the responsibility of administrating the financial aid. Financial Aid Team is a committee of the Leadership Team and consists of the Head of School, the Director of Administration, and the Director of Finance. For further clarity, this is a committee of administration and not a committee of the Board of Directors.</p> <p>3.2 Financial Aid Team will base the decision on a families net worth, salary, ability to pay partial tuition and related circumstances to determine the viability for financial aid.</p>
<p>4 Financial aid decisions are applicable to the year for which an application and supporting documentation apply.</p>	<p>4.1 Financial aid applies to the school year which is being applied for only.</p>
<p>5 When there is a dramatic change in the family’s financial situation, WRCA will take reasonable measures to ensure that the student can remain at WRCA.</p>	<p>5.1 There are situations where a family may have a dramatic change in their financial situation.</p> <p>5.2 WRCA expects that the family will adjust other family expenditures in addition to seeking financial aid.</p> <p>5.3 When the family’s financial situation improves, WRCA reserves the right to adjust the financial aid award to reflect the positive gain.</p> <p>5.4 The Financial Aid Team reserves the right to review extenuating circumstances on a case-by-case basis.</p> <p>5.5 Financial aid determination will be sent to both parents who will decide what the family contribution will be. It is the responsibility of the parents to ensure that WRCA receives payment for educational services.</p>
<p>6 Financial aid cannot be applied to any tuition or unpaid fees from previous years.</p>	<p>6.1 Families will be notified of the award of financial assistance only if their tuition balance from previous school years has been paid.</p>

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	<p>6.2 Financial aid applicants must still pay the enrollment deposit when submitting the enrollment or re-enrollment contracts.</p> <p>6.3 This deposit will be refunded if the family formally withdraws within two weeks of being notified of a financial aid decision.</p>
<p>7 Financial aid awards must be accepted or declined within two weeks of notification.</p>	<p>7.1 If a family fails to comply with this or other reasonable requirement, the Financial Aid Team reserves the right to rescind the offer.</p> <p>7.2 If sufficient funds are not available to meet the demonstrated need of all qualified candidates, priority will go first to returning students and then to new students.</p> <p>7.3 Families may appeal a financial aid decision or award amount if they can provide supplemental information to the Financial Aid Team pertinent to the award computation.</p> <p>7.4 Financial aid awards are credited to the student's account at the beginning of the billing cycle for an academic year.</p>
<p>8 Staff at WRCA may have their eldest child enrolled at WRCA as a benefit of their employment.</p>	<p>8.1 As an incentive to maintain the staff at WRCA, the staff may enroll their eldest child at WRCA, at no cost for tuition.</p> <p>8.2 The staff member will be required to pay full tuition for second and subsequent children enrolled at WRCA as per the second child and subsequent children as per the tuition grid.</p> <p>8.3 The staff member will be required to pay all fees related to their children being enrolled at WRCA.</p>
<p>9 Pastors and those employed in full-time ministry may have their eldest child enrolled at WRCA as a benefit of their employment as a member of the clergy.</p>	<p>9.1 As a way of encouraging the involvement of the local church within the WRCA community, pastors and those employed in full-time ministry (the "Clergy") may enroll their eldest child at WRCA, at no cost for tuition.</p> <p>9.2 The criteria for being a member of the Clergy will be the same as defined by the Canada Revenue Agency for the Clergy Residence Deduction.</p> <p>9.3 The Clergy will be required to pay full tuition for second and subsequent children enrolled at WRCA as per the second child and subsequent children as per the tuition grid.</p> <p>9.4 The Clergy will be required to pay all fees related to their children being enrolled at WRCA.</p>

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For further clarity, tuition commitments for all children of members of the Clergy who were students of White Rock Christian Academy as of the 2017 – 2018 school year will be honored under the previous agreements.

The school leadership team through consultation with the school staff developed this policy, and it was approved by the WRCA Board of Directors. It will be communicated to the school community and made available on the school website. The leadership team will review the policy and the WRCA Board of Directors will approve suggested revisions every two years.