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**PAYMENT OPTION AND COMMITMENT FORM**

We are pleased to offer a variety of options for making tuition payments convenient. Please indicate which method of payment you would like to arrange for the upcoming school year and complete the necessary forms. If you already have forms in the office you must complete and return new ones yearly.

	Pre-authorized debit payments – Register your account for automated monthly withdrawals on either the 1 <sup>st</sup> or the 15 <sup>th</sup> day of each month. Bring a void cheque to the office and complete the Payor’s PAD Agreement.
	Recurring monthly credit card payments – Automatically bill fees directly to your Visa or MasterCard on a recurring monthly basis on either the 1 <sup>st</sup> or 15 <sup>th</sup> day of each month. Complete a Payor’s Recurring Agreement Form.
	Post-dated cheques – Make payments by leaving 10 post-dated cheques at the office before the first day of school.
	One-time payment for full tuition due the 1 <sup>st</sup> day of school.
	E-transfer – Send payments to <a href="mailto:veritasaccounting@cispg.ca">veritasaccounting@cispg.ca</a> and in the description include student name(s) and reason for payment.
	I am responsible for a portion of the school year’s fees. Explain:

It is school policy that a payment arrangement is in place prior to the beginning of the school year.

Should a student’s lack of attendance be lengthy and by choice, the school can levy the family an additional tuition charge to make up for the lost Ministry of Education Block Grant Funding, as calculated by the ES Audit.

I am committing to pay the fees for which I am responsible in the current year.

Name of Parent:

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Parent Email Address:

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Student(s) Names:

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Signature:

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