

2018-19 RSM TUITION, PAYMENT PLANS, AND FEES

		9 Installment Payment Plan \$46 convenience fee per family per year	2 installment Plan (August 1 and January 1)			
Classes	Hr/week	\$/Month monthly installments ⁹	\$/1st term	\$ / 2nd term	\$ / Full year	Rate per class
Pre-K	1 hour	\$122	\$610	\$488	\$1,098	\$30.50
Kindergarten, Grade 1	1.5 hours	\$173	\$865	\$692	\$1,557	\$43.25
Grade 2 - 5	2 hours	\$205	\$1,025	\$820	\$1,845	\$51.25
Grade 6 (algebra and geometry)	3 hours	\$268	\$1,340	\$1,072	\$2,412	\$67.00
Grade 6 (Algebra only)	2 hours	\$205	\$1,025	\$820	\$1,845	\$51.25
Grade 6 (Geometry only)	1 hour	\$122	\$610	\$488	\$1,098	\$30.50
Grades 7 – 12 (algebra and geometry)	4 hours	\$341	\$1,705	\$1,364	\$3,069	\$85.25
Grades 7 - 12 (Algebra only)	2.5 hours	\$256	\$1,280	\$1,024	\$2,304	\$64.00
Grades 7 - 12 (Geometry only)	1.5 hours	\$173	\$865	\$692	\$1,557	\$43.25
Chess I or Chess II (15 sessions per term)	1.5 hours	N/A	\$660	\$660	\$1320	\$44.00

Note: Yearly Per-student non-refundable \$100 Registration Fee is in addition to tuition and convenience fee*

*see policies for mid-year enrollments

www.metrowestschool.com (our internal website with RSM-MetroWest detailed information)

www.russianschool.com/Framingham (our page on the central RSM website)

ENROLLMENT, PAYMENT, AND CANCELLATION POLICIES

Enrollment: Students can be enrolled at any time through: <https://parents/russianschool.com>. You will receive an email confirming the application. Once your enrollment is processed, a second email will tentatively confirm your child's spot in the class and provide your Smart Tuition Family ID and login instructions.

Registration Fee: All students, including those in tutoring, must pay a **non-refundable** annual registration fee of **\$100**. Students joining mid year pay a reduced fee of **\$80** January through March or **\$40** if joining April or later. There is NO registration fee for our summer programs. Enrollment is not finalized until the annual registration fee is received.

Payment Plans. RSM offers two payment plans to parents (a semester plan and a monthly plan). However, please note that all tuition is charged one month ahead (September tuition is due August 1st, October is due September 1st, etc).

Semester Plan. Make two payments: Fall tuition is due Aug 1st & Spring Tuition is due Jan 1st.

Installment Plan. Make nine payments on Aug 1, Sep 1, Oct 1, Nov 1, Dec 1, Jan 1, Feb 1, Mar 1, and Apr 1.

Each payment covers 4 lessons. *Please Note:*

Smart Tuition charges a \$46 annual fee (per family) for administering this plan.

Payment Methods: All payment is processed through Smart Tuition. Set up your account using the information that is emailed when you register. Through your account you can access billing statements and payment history, or make a payment online at any time. You can also pay with a check by mail or over the phone via a check, bank account or credit card. Payments by check or ACH debit are free. Smart Tuition charges a **2.65%** processing fee for all credit/debit card payments. If mailing a check, please include the Family ID in the memo field, but please note that it can take a week or more to process checks. Please send all checks at least 2 weeks earlier to avoid late fees.

Joining Mid-Year: For students who start mid-semester, tuition is prorated based on the first class attended and the number of classes remaining in the year. The registration fee, tuition for the partial month and tuition the following month are **due before the 2nd lesson**. All other tuition will be charged based on the payment plan selected.

Other Fees: All payments are due on the first of the month. There is a **\$35 fee** if payment is not received by Smart Tuition by the **5th of the month**. There is a **\$30** fee for each returned check or failed auto-debit. Please be careful when entering your routing and account numbers online.

Withdrawal and Cancellations:

We are committed to making sure every child has a great experience at RSM. Sometimes we may need work together to find the right class options for your child. **Please get in touch with us early if you have concerns about your child's progress or are in any way dissatisfied.**

- **New students** may withdraw from our program any time during their first academic year. We ask for one-month cancellation notice. Your child may attend the next 4 classes following the cancellation notice. Any remaining tuition (after the 4 lessons) will be refunded. The registration fee WILL NOT be refunded.
- **For continuing students**, refund of **Fall Tuition** (September - January) will be processed only after the school receives a written notification as follows:
 - 100% of tuition (all 5 months) is refunded if cancellation notification is received before the start of classes
 - 80% of tuition (the last 4 months) is refunded if cancellation notification is received before the **second** lesson
 - 60% of tuition (the last 3 months) is refunded if cancellation notification is received before the **third** lesson
 - 40% of tuition (the last 2 months) is refunded if cancellation notification is received before the **fourth** lesson
 - 20% of tuition (the last month) is refunded if cancellation notification is received before the **sixth** lesson

There are NO REFUNDS for the Fall semester after the 6th lesson.

- **For continuing students** withdrawing during the **Spring Term** (February - June), a **full Spring Term refund** will be issued if a withdrawal notice is received by Lesson 20. **After Lesson 20, NO refunds will be issued for the Spring Term.** **All withdrawal requests** should be sent in writing (by email).