

## FINANCIAL REGULATIONS FOR THE ACADEMIC YEAR 2018-2019

*Registration of a student at the Lycée Français de Toronto implies acceptance of the Financial Regulations.*

### 1. Fee Structure

#### (i) For new students

- Application Fee of \$200.

Upon admission at the LFT:

- Admission Fee of \$250
- Contribution of \$3,000 to the Lycée Capital Investment Fund applicable to students from Grade 1 to Grade 12 (payable by separate cheque).

#### (ii) Tuition Fees (For all students). Please see Appendix A for payment options.

Early Pre-Kindergarten to Grade 5	\$ 16,496
Grades 6 to 9	\$ 17,880
Grades 10 to 12	\$ 19,120

A contribution of \$3,000 to the Lycée Capital Investment Fund is due from our Senior Kindergarten students who enroll into Grade 1.

Tuition does not include books, exam fees, after school programs, trips, transportation or meals.

#### (iii) Reduction in Tuition Fees

When three or more children of the same family attend the LFT during the same school year, a 20% rebate on tuition is granted to the third and subsequent child(ren). This rebate applies to the fees related to the youngest child(ren) in the family.

#### (iv) Single Payment Discount:

A rebate of \$500 is applicable to tuition payments received in full before April 15, 2018. The discount is applicable only to the first and second children in a family

### 2. Registration:

#### (i) Full Year registration

To reserve a place, a \$1,500 non-refundable advance on tuition is due on February 20, 2018 from returning students and on March 5, 2018 from new students.

**(ii) New Arrivals during the school year**

Tuition is prorated with 50% of the tuition amount paid before or on the first day of class and the balance by March 15, 2019. Every month attended is payable in full.

**(iii) Departures during the school year**

If a student enrolls for 1-4 months during a particular academic year, 50% of the tuition is due  
If a student enrolls for 5-10 months, 100% of the tuition is due.

**3. Refund Policy**

Notice of withdrawal must be sent in writing to the Admissions Office at [admissions@lft.ca](mailto:admissions@lft.ca).

- The application, admission fees and advance on tuition are not refundable.
- The contribution to the Capital Investment fund is not refundable after August 31<sup>st</sup>, 2018.
- Tuition paid is refundable, consistent with the following schedule:
  - If a student withdraws between June 1<sup>st</sup> and August 31<sup>st</sup>, 2018, 50% of the annual tuition will be refunded
  - If a student withdraws between Sept 1<sup>st</sup> and Dec 31<sup>st</sup>, 2018, 25% of the annual tuition will be refunded
  - No refunds for withdrawals after January 1, 2019

**4. Financial Assistance: Students have to be in good financial standing to apply.**

- French nationals who apply to the LFT and are registered at the Consulate General of France in Toronto may apply for financial assistance provided they meet the criteria set by the *commission nationale des bourse* <https://toronto.consulfrance.org>. Deadline to receive the application is set by the French Consulate.
- LFT students in Grade 6 to Grade 12 may apply for financial assistance at <https://applefinancialservices.ca/>. Applications must be submitted before April 15, 2018.

A payment of \$500/month, by EFT from April 15, 2018 until the official notification is received, is due for each child registered at the school who has applied for financial assistance.

- Should the parent proceed with the enrollment, the difference between tuition due and financial aid received is to be paid according to LFT payment schedule;
- Should the parent appeal the decision, \$500/month is to be paid until the final notification is received.

If the bursary application is rejected,

- Should the parent proceed with the enrollment, full tuition is due as per the quarterly or monthly payment plans.
- Should the parent decide not to enroll their child, the Refund Policy will be applied.
- In case of partial attendance, fees are prorated as per section 3 above.

## **5. Payment Obligations and Penalties**

- Pre-authorized debit (PAD) and wires must reach the Lycée before April 6, 2018
- Students enrolling after April 6, 2018 must settle 50% of their tuition before their 1<sup>st</sup> day of school.
- Families' accounts with the Lycée must be in good standing to renew their registration.
- A \$50 fee will be charged for every declined payment.
- \$500 will be charged to all accounts that remain in arrears as of March 15, 2019.
- Students who have not fulfilled their financial obligations according to their payment plan will not be allowed in class.
- Eviction of a student does not alter his financial obligations towards the Lycée.
- The Lycée will not negotiate any partial payment for outstanding amounts.

## **6. Receipts**

- The Lycée Français de Toronto is a registered charity. As a charity, an official donation receipt is issued for the contribution to the Capital Investment Fund.
- A portion of the tuition paid may qualify as a child care expense deduction. This eligible amount is calculated based on the Canada Revenue Agency regulations.

Receipts are issued in February, following the close of the previous calendar year.

## APPENDIX A: PAYMENT OPTIONS\*

\*All payment plans include a \$24 contribution to the Parents' Association (APA) and \$40 towards the yearbook

### Methods of Payment

- Pre-authorized debit (PAD) - complete form and return to admissions office with a VOID cheque
- Wire transfer or direct deposit please email admissions@lft.ca for details

**All PAD forms must reach the Lycée by April 6, 2018**

**Advance payment in full:** Payments received after April 15, 2018 will be recalculated according to the quarterly plan

	Early Pre-Kindergarten to Grade 5	Grades 6 to 9	Grades 10 to 12
Pre-paid advance on tuition	\$1,500	\$1,500	\$1,500
April 16, 2018	\$14,996	\$16,380	\$17,120
<b>Total</b>	<b>\$16,496</b>	<b>\$17,880</b>	<b>\$19,120</b>
Total less discount of \$500 on 1 <sup>st</sup> and 2 <sup>nd</sup> child(ren) if full payment received by April 15, 2018	\$15,996	\$17,380	\$18,620

**Quarterly plan:** Payments received after November 15, 2018 will be recalculated according to the monthly plan

	Early Pre-Kindergarten to Grade 5	Grades 6 to 9	Grades 10 to 12
Pre-paid advance on tuition	\$1,500	\$1,500	\$1,500
April 15, July 15, Sept 15 and Nov 15 2018	\$3,749	\$4,095	\$4,405
<b>TOTAL</b>	<b>\$16,496</b>	<b>\$17,880</b>	<b>\$19,120</b>

**Monthly plan:** A \$500 will be charged to all accounts that remain in arrears as of March 15, 2019.

	Early Pre-Kindergarten to Grade 5	Grades 6 to 9	Grades 10 to 12
Pre-paid advance on tuition	\$1,500	\$1,500	\$1,500
April 15 2017 to March 15 2018 inclusive	\$1,269	\$1,390	\$1,493
<b>TOTAL</b>	<b>\$16,728</b>	<b>\$18,180</b>	<b>\$19,416</b>

**APPENDIX B:**

**(i) Day Care and Study Hall (available to students from Kindergarten to Grade 7)**

Registration forms are available on our website. Payment in full is due upon registration. Mid-term registrations and withdrawals are accepted. Fees will be prorated.

Days per week		COST PER TERM				
		5 days	4 days	3 days	2 days	1 day
Daycare	3:30-4:30 p.m.	\$372	\$323	\$264	\$189	\$108
	4:30-6:00 p.m.	\$501	\$447	\$373	\$275	\$157
	3:30-6:00 p.m.	\$791	\$700	\$587	\$431	\$243
Study hall	3:30-4:30 p.m.	\$764	\$664	\$540	\$399	\$259
Study hall & daycare	3:30-6:00 p.m.	\$1,266	\$1,111	\$913	\$674	\$416

a) Occasional Daycare and study hall:

Children can stay at the daycare at no cost during curriculum night and/or parent/teacher interviews, provided the school has been previously notified.

Occasional daycare: \$20 per hour

Occasional study hall: \$35 per hour

b) Late pick-ups (after 3:30, 4:30 or 6:00 pm.)

If a child is not picked up at 3:30 p.m. or after the study hall and/or the extra-curricular activities (at 4:30 p.m.), he/she will stay at the daycare and the service will be charged at the rate of \$25 per hour. Payment by cheque or debit card only.

An hour started will be charged in full.

**(ii) Other Fees**

Fee schedules for books, exams, after school programs, trips, transportation and meals will be provided separately.