

Inspiring Scholars Christian Learning Center (ISCLC) - Refund Policy

- **Grace Period:** Enrollments canceled before July 31st, will be fully refunded for tuition and/or the initial curriculum fee.
- **Tuition/Curriculum Paid Monthly:** Non-refundable.
- **Tuition/Curriculum Paid in Full (Quarterly):** The first 20% of tuition paid quarterly and accrued monthly curriculum fees are non-refundable.
- **Additional Services:** Aftercare payments are non-refundable. Tutoring services are to be paid upfront (minimum of two hours a week), and refunds are issued if ISCLC makes a cancellation.

Fee Information for Quarterly Refunds and Balances:

$$\text{Refund} = \text{Tuition/Curriculum Paid}$$

Quarter 1 (Beginning of School Year):

- If a scholar withdraws within two weeks,
 - **Receive a partial refund.** If a scholar withdraws within two weeks of their start date and has paid their full quarterly tuition, ISCLC will issue 80% of the quarterly tuition minus what is owed based on the number of weeks enrolled and the monthly curriculum fees accrued.
- If a scholar withdraws after two weeks,
 - **There is no proration.** If a scholar withdraws more than two weeks after their start date and has paid their full quarterly tuition and initial curriculum fee, ISCLC will not issue a refund.

Quarter 2 and Quarter 3:

- If a scholar withdraws within the 1st half of Q2/Q3,
 - **There will be a 40% proration.** If a scholar withdraws on or before the halfway point in the quarter and has paid their full quarterly tuition, ISCLC will issue 40% of the quarterly tuition minus the accrued monthly curriculum fees.
- If a scholar withdraws within the 2nd half of Q2/Q3,
 - **There is no proration.** If a scholar withdraws after halfway through the quarter and has paid their full quarterly tuition and accrued monthly curriculum fees, ISCLC will not issue a refund.

Quarter 4 (End of School Year):

- If a scholar withdraws at any point in Quarter 4,
 - **There is no proration.** If a scholar withdraws at any point after the quarter's start date and has paid their full quarterly tuition and accrued monthly curriculum fees, ISCLC will not issue a refund.

Balances = Tuition/Curriculum NOT Paid

Quarter 1 (Beginning of School Year):

- If a scholar withdraws within two weeks,
 - **Receive a prorated rate.** If a scholar withdraws within two weeks of their start date and has not paid their full quarterly tuition, ISCLC will issue an invoice with a prorated fee based on the number of weeks enrolled and the initial curriculum fee. A scholar enrolled for any part of a school week will be considered present for that entire week.
- If a scholar withdraws after two weeks,
 - **There is no proration.** If a scholar withdraws more than two weeks after their start date and has not paid their full quarterly tuition, the parent/guardian will owe the full quarterly tuition and initial curriculum fee.

Quarter 2 and Quarter 3:

- If a scholar withdraws within the 1st half of Q2/Q3,
 - **There will be a 40% proration.** If a scholar withdraws on or before the halfway point in the quarter and has not paid their full quarterly tuition, a 40% quarterly fee, including the monthly curriculum fees accrued, will be owed.
- If a scholar withdraws within the 2nd half of Q2/Q3,
 - **There is no proration.** If a scholar withdraws after halfway through the quarter and has not paid their full quarterly tuition, the full quarterly fee, including the monthly curriculum fees accrued, will be owed.

Quarter 4 (End of School Year):

- If a scholar withdraws at any point in Quarter 4,
 - **There is no proration.** If a scholar withdraws at any point after the start date of the quarter and has not paid their full quarterly tuition, the full quarterly fee, including the monthly curriculum fees accrued, will be owed.