

FINANCES

Portland Adventist Academy takes pride in the wide variety of educational opportunities we offer our students. We respect our students and strive to provide them with the best education our resources allow. In return, we ask that families respect our school and understand that maintaining a quality education is dependent on families keeping their tuition payments current.

Portland Adventist Academy is committed to helping families meet the financial obligations of Christian education. Please see the insert for the specific costs and choose the payment option that works best for you.

A non-refundable application/reapplication fee is due at the time of application.

Some classes require purchase of paperback books, which become the student's personal property. Also, some art and music classes require usage fees.

PAYMENT OPTIONS

Typically, tuition is divided into ten equal payments. Payments are due on the 10th of each month beginning in August, however, the following payment options are available. See the vice principal of finance for more information.

1. Twelve-month Plan: Tuition is divided by twelve. The first payment is due July 10. The remaining eleven payments are due by the 10th of each month. Any additional charges (e.g., special class fees, late charges) are payable as incurred.
2. Semester Plan: Two equal tuition payments are due by August 10 and January 10. Additional charges are payable as incurred. This is the minimum payment plan required for international students. A 2% tuition discount applies
3. Single Payment Plan: One payment is due by August 10. Additional charges are payable as incurred. A 5% tuition discount applies.

PAA uses a Company named FACTS to process our monthly tuition payments. An informational brochure about FACTS is included in the application packet along with the FACTS tuition enrollment form. All families choosing a monthly payment cycle whether 10 or 12 months needs to submit a completed FACTS enrollment form with their PAA application. Bi-annual semester payments as well as single year payments can be made directly to the school and thus do not need to be remitted through the FACTS system.

All unpaid miscellaneous charges or fees remaining on your statement, such as course fees, materials or uniforms, missing or damaged book fees, etc., will be added to your FACTS tuition agreement for payment at the end of the school year.

Your FACTS agreement will be automatically re-enrolled in July for the next school year. Any balance from the previous year will be added to the charges for the new year. Upon graduation or withdrawal your FACTS payments will continue until your school bill is paid in full.

LATE PAYMENTS

Accounts more than two months past due may be cause for student dismissal. All accounts must be paid in full or approved payment plans in place before students can begin the next semester or next school year. All accounts must be paid in full before transcripts or diplomas are released, except as required by law.

Interest charges of up to 8.5% may be applied to all accounts owing a balance at the end of the school year.

If an account is sent to a collection agency, PAA reserves the right to add the collection fee to the principle amount due.

Students who enroll late or who are absent for a period of time but receive grades and credits may be charged full tuition.

SOURCES OF ASSISTANCE

1. The first source to explore is your local church. Even if tuition assistance funds are not available, your pastor may know someone that is interested in assisting you. Friends or family members may also wish to sponsor your family.
2. The Youth Educational Scholarship (YES!) Program is another source of financial assistance for students whose families are members of a church in the Oregon Conference of Seventh-day Adventists. Together with the school and YES!, parents will determine the degree of need and what, if any, assistance the student can expect during the school year. To initiate the request process, the family should first contact the vice principal of finance at Portland Adventist Academy.
3. Students should also take advantage of work opportunities available on campus. Application for campus work should be completed at the time of registration to help ensure securing a position for the year.
4. PAASS Program (Portland Adventist Academy Student Scholarship) is the school's worthy student fund. Before applicants will be considered for scholarship funds, both the school financial agreement and the PAASS application must be completed and recipients must meet the eligibility requirements. The PAASS application is available from the front office. The Academy cannot guarantee the availability of any scholarship funds as distributed funds depend entirely on the generosity of donors.

DISCOUNTS

Pre-Pay Discount:

A 5% tuition discount applies for families who pre-pay the tuition for the year by August 10.

A 2% tuition discount applies for families who pre-pay the semester by August 10 and January 10.

Travel Discount:

When a student travels more than 30 miles one way, each day, a travel discount is available. The discount will be applied to the account at the end of the school year. Travel Voucher forms are available at the office or online. It is the family's responsibility to secure, complete, and submit the voucher to the office if your student qualifies for the discount. Only those students, who travel more than 30 miles one way, each day, will be eligible to for the travel discount.

Family Discount:

When three or more students from the same immediate family are enrolled for the entire school year, a one time annual discount of 5% for each student will be credited at the end of the school year.