



MAJURO COOPERATIVE SCHOOL
MARSHALL ISLANDS
PO Box 81
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Tel: (692) 625 - 3144

Tuition Policy

This policy is to ensure a consistent procedure when working with tuition for families and staff.

Payment of Tuition Fees

Prompt payment of tuition and fees is required of all families and is an essential part of having a child enrolled in a private school. Majuro Cooperative School is a small institution and relies on prompt, full payment of all due tuition and fees to operate.

The monthly fee must be paid by the second Friday of each month or a \$20 late penalty fee will be issued.

Early Full-Payment Discount

A payment of a full year's tuition (Aug - May) paid before June 30th will receive a discount of 10%.

A payment of a full year's tuition (Aug - May) paid between July 1st and August 30th will receive a discount of 5%

Sibling Discount

The sibling discount is applied to the fourth and fifth enrolled children who by birth or adoption are siblings (brothers and sisters). Cousins, nieces, nephews, etc. are not considered siblings. Proof of birth/adoptive parents will be required when the sibling discount is being applied.

The discount for siblings is 40% for monthly tuition only. The registration fee, uniform costs, and any other fees are not discounted.

Staff Discount

The Staff Discount is applied to children who by birth or adoption are the children of a staff member at Majuro Cooperative School. This includes teachers, TA's, kitchen staff, office staff, security staff and



maintenance staff. Documentation may be required for this discount. The registration fee, uniform costs, and any other fees are not discounted. This discount is limited to two children.

Use of Discount Fees

If a staff member receives the staff discount, they do not also receive a sibling discount. They are still eligible for the prepayment discount.

Non-staff families may use both sibling discount and prepayment discount.

Registration Fee Payment

The registration fee must be paid for each child enrolling at Co-op School every year. This is a non-refundable fee regardless of reason. This fee must be paid before a student can begin attending Co-op School. Discounts are not applied to the registration fee.

Overdue Tuition Fees

The process for overdue notification and consequences is as stated below:

1. Email from school finance officer/Admin Assistant stating overdue balance after a missed tuition payment.
2. Email/Letter from school principals stating overdue balance when \$400 or above and giving the two week deadline for making payment to reduce the balance to under \$400.
3. Email/Letter from school principals stating overdue balance, date the student will be sent home and the two week deadline for the balance to be reduced to under \$400. until balance is paid.
4. If the balance is not reduced to under \$400 by the deadline given in the second email/letter notification then the student will be considered withdrawn by non-payment. The seat will be opened to the waitlist if applicable.

In addition to late fees described above, any payments outstanding of \$100 will result in the school withholding all student records such as report cards until payment is received to bring the amount due below \$100.00. Students withdrawing or graduating should not have any pending payments to receive their school records and / or documentation.

Approved by the Board July 25, 2022

