



Financial Policy
Effective 2025-2026
School Year

2025-2026 Tuition Rates

Tuition includes recurring annual fees - curriculum, technology, electives, FACTS payment plan fees, and field trips (excluding overnight retreats and trips.) TWMS offers a tuition discount for families enrolling in annual or semi-annual payment plans.

Continuous Enrollment

- TWMS uses continuous enrollment for our returning families. For those families planning to return to TWMS, their student(s) will be re-enrolled via FACTS without any additional enrollment steps required.
- Families not planning to return to TWMS must provide written notice of withdrawal by February 3, 2025.

Registration Fees (Non-refundable)

- Application fees are payable at the time of submission of online application.
- Enrollment fees for new students are payable at the time of submission of the online enrollment.
- Returning students will be billed for re-enrollment fees in March 2025 via their FACTS tuition account.

Tuition

- Tuition is paid through FACTS, our online payment processor. A tuition plan is selected during initial enrollment and remains in effect until the family chooses to make a change.
- Three plan options are available for tuition payments: one annual payment, two semi-annual payments or ten monthly payments.
- TWMS offers a \$300 tuition discount for families enrolled in the annual payment plan. For families enrolled in semi-annual payment, a \$100 tuition discount per payment will be applied in May and October.
- The first tuition payment is due May 1st; tuition payment drafts generally occur on the 5th of the month.
- The remaining nine monthly payments for TWMS are due June 1st through February 1st. Monthly tuition payments are **non-refundable**.
- The second payment for semi-annual payment plans is due October 1st.
- For students enrolling after school has started, annual tuition is prorated based on the date of enrollment.
- For students enrolling after May, June and/or July monthly payments were due, make-up payments for these months will be required with first tuition payment upon enrollment. If requested, the School Business Office will work with families that need additional time to catch up on the missed payments.
- Families that are delinquent on tuition payments as of July 1, 2025 will be un-enrolled for 2025-26.
- Late payments incur a \$15 fee; FACTS assesses a \$30 fee for returned payments.
- Requests for changes to payment plans must be made in writing prior to the 1st of the month for the next scheduled payment.
- Final Report Cards will be released when all outstanding balances are paid in full.

Financial Policy (continued)
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Other Fees (Non-refundable)

- **School activity fees** (such as Eagle Club, Athletics or Enrichment) are paid online at the time of registration for the activity.
- **Incidental fees**, such as Eagle Club drop-in fees or lost books, are billed through FACTS and are generally due on the 15th of the following month.
- **Late pick-up fees** - Students not picked up promptly will be transferred to Eagle Club and charged the same-day drop-in rate. Late fees are per child.

Withdrawals

- Monthly tuition payments are **non-refundable** once payment is made regardless of school attendance.
- Tuition obligation is based on the date the official withdrawal form is received. To avoid paying a month's tuition, please request that TWMS send you a link to the official withdrawal form. The withdrawal form must be submitted before the 1st day of the month the payment is due.
- For families that initially choose the option of one or two payments rather than monthly, refunds will only be provided for prepaid tuition for any remaining months that occur after receipt of written withdrawal notice, regardless of attendance. *For example, a family that chooses semi-monthly payments will pay ½ of annual tuition on May 1. If they withdraw as of August 1, they will be responsible for the equivalent of monthly tuition payments for May, June, and July, and will receive a refund of prepaid tuition for August and September.*

Tuition Obligation upon Withdrawal

Monthly Payments May 1 - Feb 1	Semi- annual payments May 1 & Oct 1	Full Payment May 1	Withdrawal Notification by 1st day of:	Tuition Obligation*
May	May 1 - 1st Half	May - Full	June	1 mo - 10%
June			July	2 mos - 20%
July			August	3 mos - 30%
August			September	4 mos - 40%
September			October	5 mos - 50%
October			November	6 mos - 60%
November			December	7 mos - 70%
December			January	8 mos - 80%
January			February	9 mos - 90%
February			Oct 1 - 2nd Half	March
n/a	April	100%		
n/a	May	100%		

**For semi-annual and full pay plans, refunds will only be issued for the difference in payments made and tuition obligation.*