



Payment Categories / Costs 2023-24

Documents to be Considered for Category Assignment:

- Certification of parent involvement at a church with sound doctrine (all families)
- Proof of income for both parents, or ability to pay

SMLV (*Salario Mínimo Legal Vigente*) Minimum Wage **2023 = \$1'160.000/month**
 8 SMLV = **\$9'280.000** / 14 SMLV = **\$16'240.000** / 20 SMLV = **\$23'200.000**

A	A1			
Full Cost	Letter from the embassy and/or company in charge of payments			
B	B1	B2	B3	B4
Secular Work Involved in church and/or ministry 6-39 hours/week	Income more than 20 SMLV Discount = 10%	Income between 14-20 SMLV Discount = 10%	Income between 8-14 SMLV Discount = 10%	Income less than 8 SMLV Discount = 10%
C	C1	C2	C3	C4
Bivocational / Ministry / Foreign Missionaries Involved in full-time ministry 40 hours/week	Income more than 20 SMLV Discount = 10%	Income between 14-20 SMLV Discount = 10%	Income between 8-14 SMLV Discount = 10%	Income less than 8 SMLV or - Confirmation from a foreign mission of ability to pay Discount = 10%

Payment Categories / Costs

PreK - 12 th August 2023 - May 2024				
A	A1			
Annual Total	43'612.111			
Enrollment	4'361.211			
Monthly Tuition	3'925.090			
Tuition with Discount	3'532.581			
B	B1	B2	B3	B4
Annual Total	29'802.220	27'222.200	25'585.530	23'818.900
Enrollment	2'980.220	2'722.200	2'558.530	2'381.900
Monthly Tuition	2'682.200	2'450.000	2'302.700	2'143.700
Tuition with Discount	2'413.980	2'205.000	2'072.430	1'929.330
C	C1	C2	C3	C4
Annual Total	23'818.900	21'357.830	17'512.200	16'048.880
Enrollment	2'474.670	2'135.830	1'751.200	1'604.880
Monthly Tuition	2'227.200	1'922.200	1'576.100	1'444.400
Tuition with Discount	2'004.480	1'729.980	1'418.490	1'299.960

ECA staff members have an additional discount.

A. EDUCATIONAL FEES

1. Enrollment
 - a. Before starting the school year, an enrollment fee equal to 10% of the annual total is due.
 - b. The enrollment fee is nonrefundable, and necessary to confirm intent to attend ECA.
 - c. If a student enters after the 1st quarter, they will be charged 20% of the full enrollment fee plus an additional 8% for each month through May of that school year.
2. Tuition
 - a. August tuition is due by August 3, 2023 and includes a discount for early payment.
 - b. September through May tuition payments are due the 30th of each month.
 - c. To receive the early-payment discount, the complete payment must be made no later than the 10th of the month.
 - d. For elementary students enrolling after the first 15 class days each semester, the tuition payment is calculated starting from the enrollment date. For secondary students, tuition payment must be paid for the entire quarter in session. However, if current transfer grades are submitted, tuition can be prorated for the portion of the quarter in which the secondary student is enrolled.

B. PERIODIC CHARGES

1. Transportation: School van use is optional and usually door-to-door or school-to-*portería* to most locations. A minimum commitment of 1 semester (5 months) is required.

Transportation, Round Trip	Monthly Rate for 1 Student	Monthly Rate each for 2+ Students
Normal route	\$429.000	\$402.000
Route between <i>Portal Norte</i> and ECA	\$303.000	\$288.000
<i>Sabana Norte</i> route	\$459.000	\$459.000
Daily cost for special circumstances	\$28.000	

2. Lunches and Snacks: Asher is responsible for billing families and collecting payment for their cafeteria food services. The school will no longer be involved in billing or payment collection. Food service remains optional.

Lunch	Daily Price	Yearly Total Amount	Monthly Price for 10 Months
PreK - 4 th	\$14.000	\$2'350.000	\$235.000
5 th - 12 th	\$16.200	\$2'560.000	\$256.000
Adults	\$16.200		
Snack	Daily Price	Yearly Total Amount	Monthly Price for 10 Months
PreK - 4 th	\$6.500	\$ 1'150.000	\$ 115.000
5 th - 12 th	\$7.500	\$ 1'300.000	\$ 130.000

C. OTHER PERIODIC CHARGES

12th grade graduation fee \$204.000

D. OPTIONAL SERVICES

1. Basic extracurricular activities according to activity
2. Extracurricular activities that require materials or that are held off campus (art, music, tennis, swimming, etc.).according to program
3. Grade certificates, according to Secretary of Education requirements per grade, student enrollment, financial verification, and other certificates..... \$ 9.200
4. 4th copy of transcripts (first three copies are free) \$ 9.200
5. 12th grade graduation ceremony \$450.000
6. Each semester exam taken outside the normal schedule \$ 64.000
7. External academic test fee + shipping (SABER/PSAT, AP, etc.).....varies
8. ELL/ESL or other staff tutoringto be determined
9. Retreats and social outreach tripsto be determined

E. ADMISSION FEES

1. First-time applicants \$258.000
2. Reapplication fee \$194.000

F. ENROLLMENT DATES, PAYMENT DEADLINES, & REQUIREMENTS

1. Enrollment dates

June 26-July 7 financially responsible parent signs legal documents virtually
August 1-2 Enrollment outside the normal schedule, when the financially responsible parent signs legal documents virtually (with a late fee)

2. Payment deadlines

June 1-30 Enrollment fee, with a **5%** discount
July 1-7 Enrollment fee, without discount or late fee
July 8-August 2.... Enrollment fee, with a \$70.000 late fee
August 3 Last day to pay August tuition with the early payment discount
Sept. 10-May 10 .. Monthly due date for tuition with a **10%** discount (the 10th of each month)
October 10..... Extracurricular fee for 1st semester participants
February 10 12th grade graduation fee
March 10 Extracurricular fee for 2nd semester participants

3. Requirements to start school

- a. Outstanding bills from the previous year must be paid.
- b. Enrollment must be paid.
- c. Enrollment must be finished, which includes submitting all documents and signing the contract(s).

G. PAYMENT METHOD

Tuition and transportation payments (i.e., items on monthly bills) are paid through the **ecollect** collection system, on the ECA website, using a debit or credit card.

Payment for other specific items can be made on the school's website via Wompi links.

H. SCHOLARSHIP ELIGIBILITY

Students are expected to meet academic and behavioral norms to continue to be eligible to receive discounts or scholarships. This includes attendance standards as stated in the Handbook.

I. LATE FEES / PENALTIES

1. Families who miss deadlines for any [Enrollment Steps](#) will pay a fine of \$70.000 for each step, to cover extra costs caused by the delay.
 - a. Step 2 – submit financial documents
 - b. Step 3 – meet online enrollment deadlines
 - c. Step 6 – pay enrollment fee
 - d. Step 7 – sign enrollment documents
2. Payments made after the 30th of the month will start to incur interest at **half** the current legal rate. The charge will be made 60 days after the invoice's due date
3. Families who do not pay the monthly transportation fee by the 10th of the month may have their children suspended from the transportation service.
4. Parents are to submit written notice at least 30 days prior to withdrawal during the school year. Otherwise, parents will be charged a minimum of 1 month's tuition from the day the written notice is received. During an extended absence when grades are expected to be given, tuition needs to be paid during the entire absence. Emergencies will be considered on a case-by-case basis.

J. OUTSTANDING ACCOUNTS

Families who fall behind with more than 1 month of tuition payments are responsible to contact the ECA Finance office to clarify their situation and work out a suitable payment plan.

For families who have outstanding accounts on the last day of school, a *pagaré* or post-dated check and an official, signed agreement are required prior to granting official academic records or participating in graduation ceremonies. Any family who has outstanding accounts on the last day of school, or who has consistently failed to pay on time for more than 50% of the school year and thus violated the contract, will not be guaranteed a spot for the upcoming school year. If desiring to continue, a family in this situation must arrange a meeting with the administration and turn in a new financial study to be considered for retaining their spot. A personalized payment commitment will be required.