



February 5, 2018

Once again, it is time to start thinking about the next school year. We are so thankful for our entire SCA staff and the Christian education that our students are receiving because of our staff's tireless dedication. Families like you are a blessing to SCA, and we look forward to the 2018-2019 school year.

Included with this letter is the approved Tuition and Fees schedule for the 2018 -2019 school year. We would like to communicate the following updates:

1. **The 2018-2019 tuition rates for K5-8 will remain unchanged. PreK tuition rates will be adjusted between 3%-5% over 2017-2018 rates.**
2. **Tuition alone does not pay all school expenses at SCA or at many other private schools. Our school budget relies on fundraising to make up the additional 10 – 12% of revenue needed to run the day to day operations.**
3. **There is an early enrollment fee discount in place for everyone if you enroll by April 13, 2018.**
4. **Registration fees may be paid at the time of registering your child. If you are a current family, your registration fees may be billed to your account to be paid in full by May 31, 2018.**
5. **Registration fees are nonrefundable and nontransferable.**

SCA families can re-enroll online by logging onto the Sycamore Education website. Once logged in, click on *My School*, *Enrollment*, and finally *Online Portal*. These menu options are found on the left hand side of the Sycamore window. To complete the enrollment process, please refer to the attached directions. If you would like to enroll additional children from your family, please refer to the *Family>Students* section within the attached directions. You will be able to enroll your child(ren) *prior* to open enrollment, which begins on *Saturday, February 17, 2018*. If you have any questions about the enrollment process, please contact the school office.

To ensure enrollment for your child for the 2018-2019 school year and to avoid any class waiting list, re-enrollment must be completed and the registration fees sent to the school office or billed to your account ***by Friday, February 16, 2018***. **Open enrollment for new families will begin on Saturday, February 17, 2018.**

This year's Open Houses are scheduled for **Saturday, February 17<sup>th</sup>, and Saturday, March 17<sup>th</sup>, from 10:00 am to 12 noon**. We encourage you to attend and invite at least one family to the Open House, so they can see the school first hand. Any family that refers a new family to SCA will receive a tuition credit if that family enrolls for and attends the upcoming school year; the tuition credit is \$250 for a new full-time student and \$125 for a new half-day student.

We thank each of you for your prayers and support, while praising God for His faithfulness.

Respectfully yours,  
SCA Board of Trustees

Alan Umstead   Kristen Wirtz   Linda Shaffer   Drew Burgess   Amy Gates

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