

## Preparing for 2025-2026 Re-Enrollment

Re-enrollment contracts will be sent to all eligible families on Monday, February 3, 2025.

### Contract Timeline Updates and Notes

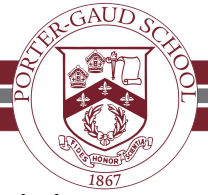
- Enrollment contracts are effective at signature and upon payment of a non-refundable, non-transferrable deposit (10% of net tuition price).
- The re-enrollment window is open from February 3 to February 14, 2025.
- Student withdrawals prior to May 1, 2025, release families from the tuition, less the non-refundable deposit.
- Student withdrawals on or after May 1, 2025, require full payment of the tuition balance.
- A Tuition Refund Plan is required for all contracts using a ten-month or semi-annual (two payments) payment plan. It is offered as an option for families selecting the annual payment (one payment) plan. Additionally, a Tuition Refund Plan is required for all new student contracts regardless of payment plan. The cost of the plan per contract is 1.4% of net tuition.

### Payment Plans

- Annual Payment Plan: This one-time payment will be due on June 1, 2025.
- Semi-Annual Payment Plan: This two-payment plan will be due on June 1, 2025 (60%) and on November 1, 2025 (40%).
- Ten-Month Payment Plan: This ten-payment plan will begin on April 1, 2025, and the last payment will be due on January 1, 2026. This schedule allows families to avoid a double payment in February when the re-enrollment deposit is due. Please note: Families choosing the ten-month option will be defaulted to auto-draft.

### Re-enrollment Eligibility

To be eligible for re-enrollment, families must be current with their Blackbaud Tuition Management account, have completed their financial aid application (if applicable), and have a student free from academic or disciplinary holds.



- If you have questions regarding your account or the status of a financial aid application, please contact Margie Stanbrook, Director of Student Billing.
- Please login to your Blackbaud Tuition Management account to review and pay any balance due.

We are grateful to have you as part of the Porter-Gaud community. If you have questions, please contact Ken Hyde, Assistant Head for Enrollment Management and Parent Relations at [khude@portergaud.edu](mailto:khude@portergaud.edu) or (843) 402-4775.