



Holy Family
UNIVERSITY



June 2023

Dear Alpha House Families:

On behalf of Holy Family University, I would like to welcome your family to Alpha House for the 2023/2024 school year. The University is proud of the quality of care and education offered to the neighborhood by Alpha House. We are confident that your child will have a fun and successful year.

At this time, all registration fees (\$100) and deposits (\$400) should be paid in full. Alpha House school year begins on September 11, 2023. Tuition payment plans will be available to sign up beginning July 10, 2023, payments begin July 10, 2023 through April 10, 2024. **Tuition must be paid in full by April 15, 2024.**

Below are two convenient ways to pay your tuition. These are the only options.

Payment in full –Remit full tuition payment by September 11, 2023 directly to Holy Family University via cash, check, money order or credit card. We will no longer accept partial payments.

All checks and money orders should be made payable to Holy Family University and mailed to:

Holy Family University
Attn: Office of Student Accounts
9801 Frankford Avenue
Philadelphia, PA 19114

You may also call the Office of Student Accounts at 267-341-3202 to remit payment via credit/debit card. Please be aware that there is a convenience fee of 2.85% for all credit and debit card payments.

Enroll in a payment plan – If you are not able to pay in full by September 11th, you **must** enroll in our payment plan option. The University has contracted with CashNet to offer a ten-month payment plan. There is a \$35 application fee. Balance is due on the tenth of each month in ten equal payments. Please be aware that you are responsible for any late payment fees (\$50) or returned check fees (\$40).

To register, please email me that you are interested in the payment plan and I will be able to create your account for you.

In the event that payment plan payments are not remitted timely, the University reserves the right to demand payment in full at any time. I have attached withdrawal schedule for your information. If you have any questions, please feel free to contact me at 267-341-3334 or cwilliams@holyfamily.edu.

Very truly yours,
Corine Williams
Director of Student Accounts



Student Withdrawals:

\$100 registration fee – nonrefundable

\$400 deposit – non refundable

Two weeks written notice is required of all students leaving the program. Tuition will be refunded on the following schedule:

September 1 -30	90%
October 1 – 31	75%
November 1 – 30	50%

No refund of tuition will be made after December 1.

No refund of tuition will be made if two weeks written notice is not received.

Enrollments accepted after December 30 must be paid in full at the time of registration.