



# OCEAN CREST ACADEMY

2739 Dunsmuir Avenue, Cumberland BC V0R 1S0

## Tuition & Fees Policy (2026–2027 Academic Year)

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### 1. Purpose and Scope

This policy establishes the tuition structure, fees, payment obligations, and financial terms for families enrolling students at Ocean Crest Academy (OCA).

This policy aligns with standard practices of independent schools in British Columbia and reflects OCA's commitment to transparency, accountability, and financial sustainability.

Enrollment at OCA constitutes a binding financial agreement between the school and the parent(s)/guardian(s).

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### 2. Fee Structure

#### Application Fee

- \$350 CAD (non-refundable)
- Payable upon submission of application
- Covers administrative processing and admissions review

#### Registration Fee

- \$5,000 CAD (non-refundable)
- One-time fee per family
- Due upon acceptance to secure placement
- Not applied toward tuition

#### Annual Tuition

- **Domestic Students:** \$10,000 CAD per year
- **International Students:** \$25,000 CAD per year

Tuition covers academic programming and general school operations but does not include additional program or incidental fees.



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## Program Fees

- **Sea to Summit Program Fee:** \$1,600 CAD per student, per year

This fee supports experiential and outdoor education programming and is mandatory for all students.

## Sibling Discount

A 10% tuition reduction will be applied to the tuition of each additional sibling enrolled concurrently at OCA.

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## 3. Payment Terms

### Payment Options

Families may choose one of the following payment schedules:

#### Option A: Semi-Annual Payments

- 50% due May 1
- 50% due September 1

#### Option B: Monthly Payment Plan

- Ten (10) equal installments from September 1 to June 1
- Subject to a 2.5% financing fee

### Payment Methods

Payments must be made via approved methods as designated by OCA (e.g., electronic transfer, pre-authorized debit, or other approved systems).

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## 4. Financial Commitment and Withdrawal Policy

### Full-Year Commitment

Enrollment at OCA is for the entire academic year.



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Upon acceptance and registration:

- Parents/guardians are financially responsible for full annual tuition and fees, regardless of:
  - Withdrawal
  - Absenteeism
  - Suspension or dismissal

## **Withdrawal**

- Written notice of withdrawal is required
- Withdrawal does not reduce or cancel tuition obligations
- No refunds or prorated tuition will be issued after enrollment is confirmed

This policy reflects standard independent school practices in British Columbia.

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## **5. Late Payment and Default**

### **Late Fees**

- Outstanding balances are subject to interest at 2.5% per month (25% annually)

### **NSF Charges**

- \$45 CAD per returned payment

### **Default on Payment**

Failure to meet financial obligations may result in:

- Suspension of student participation in classes or activities
- Withholding of report cards, transcripts, and school records
- Denial of re-enrollment
- Referral to collections or legal action

OCA reserves the right to recover all costs associated with collection efforts.

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## 6. Additional Costs

The following are not included in tuition and may be required:

- Laptop computer (mandatory; must meet current specifications)
- Scientific calculator
- School supplies
- Optional extracurricular activities
- Additional travel or enrichment costs not covered by program fees

OCA reserves the right to introduce or adjust fees as necessary.

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## 7. Policy Acceptance

By enrolling a student at Ocean Crest Academy, parents/guardians:

- Acknowledge they have read and understood this policy
  - Agree to all financial terms and obligations
  - Accept responsibility for full payment of tuition and fees
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## 8. Amendments

Ocean Crest Academy reserves the right to amend this policy at any time. Notice of material changes will be provided to families in writing.