

UPPER
COLUMBIA
ACADEMY



FINANCIAL BROCHURE

2024 - 2025

TUITION OVERVIEW

2024 – 2025 TUITION RATES				
Student Category	Annual Cost	Monthly Payment (Aug - May)	Annual Payment (in advance)	Semester Payment (in advance)
Day	13,800.00	1,380.00	13,417.00	6,772.00
Extension	14,070.00	1,407.00	13,679.00	6,904.00
Dorm	21,640.00	2,164.00	21,022.00	10,614.00



A personalized estimate of costs, discounts, and monthly payments can be obtained through the UCA Business Office.

In addition to the total tuition cost, there are a few supplementary fees. These include:

- \$50 application fee
- \$145 enrollment fee

Additional fees may arise based on individual student preferences; examples of such fees would be extracurricular activities, home leave transportation, dual enrollment courses, etc. The Extension Campus option is only available to students in the Lake City Academy area.

FEES TUITION &



Upper Columbia Academy administration, faculty, and staff are committed to offering value in all areas of the UCA experience – spiritually, academically, and socially. At UCA, we are very passionate about working with families to make UCA accessible to any student who desires to know Jesus Christ.

APPLICATION FEE

An application fee of \$50 is due with all new applications, and this fee is non-refundable. An additional \$50 fee may be charged for processing international applicants. Returning students do not require an application and are therefore not required to pay an application fee

ENROLLMENT FEE

An Enrollment Fee of \$145 is due upon completion and submission of the electronic enrollment packet through FACTS Family Portal. The Enrollment Fee is required for all students and is non-refundable. For new students, a \$100 laptop deposit will be required during the enrollment process, see page 5.

GENERAL FEE

A General Fee helps cover essential school services such as textbooks, laptop and technology services, media center and library use, wellness center services, tutoring services, HOPE task force, campus ministries, student accident insurance, school nurse services, yearbook, school newsletter (“Echoes”), class dues and retreats, Guy’s/Girl’s club dues, and other miscellaneous costs. The General Fee is a nonrefundable total of \$1,050. Previously, this fee was paid separately and due by registration. In an effort to help families budget, the general fee is now included in the overall annual costs.

TUITION & FEES

Room Fees: All Room & Board fees are based on double occupancy. Depending on availability, a single-occupancy room may be requested for an additional \$100 per month. When available, Day students may also request a dorm room for use while on campus. Day student room rates range from \$25 to \$100 a month, depending on room occupancy and availability. Overnight stays for Day or Extension students may be charged \$25 per night. The overnight charge includes dinner and breakfast for the night's stay.

Lunch included in Tuition Costs: The tuition fee includes lunch in the cafeteria on school days for all students. There may be other fees beyond the tuition amount; those are outlined in the additional charges section.

Meal Charges: All cafeteria meals outside of regular school-day lunches or overnight stays will incur a fee of \$8.00 per meal. Guest meals can be pre-purchased or charged to the student's account when appropriate. It's important to note that school-day lunches are covered by tuition for all students. No tuition discount will be offered if a student opts not to dine in the cafeteria for school-day lunches. UCA provides gluten-free meals and plant-based meals upon request. Other allergy accommodations may be requested. Please contact the school nurse regarding life-threatening food allergies prior to enrollment.

International Students: (excluding Canadian students) may be charged additional tuition fees as well as fees for international medical insurance, deposits, broker, or host family charges. International students pay tuition and room & board charges annually in advance. Charges are due on or before Registration Day (payable in U.S. funds) or by January 5th if joining school for the second semester. All international fees are non-refundable. Generally, international students are not eligible for payment discounts or financial aid.



TUITION & FEES



LAPTOP DEPOSIT

For new students, a \$100 laptop deposit is due as part of the enrollment process. This fee is refundable upon return of the undamaged laptop at year-end. Damages incurred will be deducted from the deposit. Any excess charges will be billed to the student's account. Additionally, UCA offers annual laptop insurance for minor damages. If laptop insurance is selected during the enrollment process, a \$75 fee will be billed to the student's account.

POTENTIAL ADDITIONAL CHARGES AND FEES

Various miscellaneous charges or fees may be incurred throughout the year. These charges are dependent on each individual student, their class selections, class standing, and extracurricular activities. All additional charges are due upon receipt. Some examples of additional charges may include:

- Home leave transportation
- Extracurricular activities/classes
- Field trips/Long-Tours/Trips
- Town Trips/Airport transportation
- Dual credit classes
- Credit by examination fees
- Lab/Shop/Art supplies/fees

- Testing fees (AP, PSAT, SAT, ACT)
- Graduation fee \$140 (Seniors)
- Varsity/Junior Varsity sports
- Music fees and Uniforms
- Transcript Fees
- Other teams/clubs
- Horsemanship Fees

MONTHLY PAYMENTS

Annual charges can be divided into 10 or 11 equal payments (starting in July or August through May). Additional charges and applicable discounts, scholarships, grants, and confirmed financial aid will be distributed monthly by the payment date. Monthly statements and invoices for any additional charges (see page 5) will be emailed by FACTS tuition management system.

Automatic Monthly Withdrawals: UCA offers automatic payment processing through FACTS on the 5th, 10th, or 20th of each month. Payment dates that fall on weekends and holidays will be processed the next business day following the payment date.



ANNUAL OR SEMESTER PAYMENTS

A discount for prepayment is applicable when the entire estimated sum for tuition and room & board is paid in full by registration day or by January 15th for second-semester charges. Any confirmed scholarships and applicable discounts will be subtracted from the overall amount due. It's important to note that student labor earnings, though not included in the prepayment estimate, can be applied to future or miscellaneous charges. To receive the full discount, payment must be made through cash, check, or electronic fund transfer. Discounts will not be extended to accounts with outstanding balances from the previous year or to international students.

- 3% Discount for Annual prepayment
(up to \$382 Day, \$391 Extension, and \$618 Dorm)
- 2% Discount for Semester prepayment of 1/2 tuition, and 1/2 room & board charges
(up to \$128 Day, \$131 Extension, and \$206 Dorm)

AVAILABLE DISCOUNTS



EARLY REGISTRATION DISCOUNT

An early payment discount may be granted if the following criteria are met:

- The current year's online enrollment packet and supplemental documents have been submitted.
- All required registration forms have been completed and turned in. This includes turning in all student labor, medical forms, and documents required for registration.
- Discounts will not be given to accounts with prior year balances.
- Completed enrollment packets received by June 1st will receive a \$100 discount, by July 1st a \$50 discount, and by August 1st a \$25 discount. The discount will be credited to the September account statement.

FAMILY DISCOUNT

When multiple students from the same family attend Upper Columbia Academy, a 5% tuition-only discount is granted for each of the first two students per full academic year. For three or more students from the same family, the discount increases to 10% of tuition-only discount for each student per full academic year.



DISCOUNTS

TUITION INCENTIVE PLUS DISCOUNT (T.I.P.)

The Tuition Incentive Program (TIP) provides a financial advantage for returning students. UCA's TIP discount is available to all Day and Dorm Domestic and Canadian students. In the initial year at UCA, students are required to pay full tuition. The discounts for subsequent years are as follows:

STUDENT YEAR	TUITION DISCOUNT	TIP TUITION DISCOUNT AMOUNT
2 nd year enrolled	10%	\$1,275
3 rd year enrolled	20%	\$2,550
4 th year enrolled	30%	\$3,825

The Tuition Incentive Plus Discount follows these outlined guidelines

- The TIP discount specifically pertains to tuition and does not extend to other fees, such as room and board.
- Extension students are not eligible for the TIP discount.
- In order to be eligible for the TIP discount, the student's prior year account balance must be settled in full. Furthermore, the student's account must remain current by participating in an automatic payment withdrawal.
- TIP discount is contingent on attending UCA for the entire preceding school year. If a student attends UCA for a partial school year, eligibility for the next year's TIP discount will be prorated on a quarterly basis.
- TIP discounts will be applied independently of scholarships, labor earnings, and other financial assistance allocated on the student's behalf. Any exceptions to this policy will be explicitly detailed in the student's individual financial worksheet.
- The TIP discount requires annual review and approval by the UCA Board of Directors on an annual basis.



STUDENT LABOR



A variety of work opportunities are offered to assist students and families with school expenses while enhancing the student's learning experience. Hiring decisions are made based on the student's abilities and interests, and the needs of the school and departments. Students who quit or are terminated are not guaranteed immediate placement in another work position.

Student employees of Upper Columbia Academy are covered by Washington State Workman's Compensation. To receive the benefits of this coverage, it is important that an accident report be filed as soon as possible after an on-the-job accident.

UCA has secured a wage variance from Washington State for our student labor program, entitling students to receive 75% of the state minimum wage applicable at the start of each school year. Students have the option to have their earned income credited to their school bill monthly. These payments typically offset the upcoming amount due on the student account. Earnings are contingent on class schedule availability, work ethic, and age. Students typically average between \$1,000 and \$3,000 in a school year.

Summer work opportunities are also available, with pay rates beginning at minimum wage (85% of minimum wage for individuals aged 14-15). Room & Board is not offered during summer months.



FINANCIAL ASSISTANCE

Upper Columbia Academy recognizes the uniqueness of each family's situation, understanding that some students may require financial assistance to meet their expenses. Through the support of FoundationOne and other generous donors, financial assistance is extended through various scholarships, grants, and financial aid awards. Parents who are seeking assistance are encouraged to apply as early as possible, as awards are limited by available funding. Before financial assistance is available from UCA, all documents requested need to be completed and turned into the UCA Business Office.

SCHOLARSHIPS & SPONSORSHIPS

Church Scholarship

Many churches have a tuition assistance program that parents can apply for at the local church level. Amounts are solely based on the church's ability to give. Please talk to your pastor to submit the necessary forms to them for processing.

Church Aid Matching Scholarships (Previously 3-Way Pioneer Scholarship)

This scholarship involves matching funds contributed by the student's local church, with awards reaching up to \$1,500 for a Day student and \$3,000 for a Dorm student. To qualify, an application must be approved by the local church and submitted to UCA before funds can be awarded. These scholarships are need-based and contingent upon fund availability.

Distance Grants

- Alaska/Canada: up to \$1,000 may be awarded to students residing in Alaska or Canada. These funds are limited and will be awarded based on funding availability.
- Distance Grant: up to \$1,000 may be awarded to students outside of the Upper Columbia Conference. These funds are limited and will be awarded based on funding availability.

NPUC Hispanic Grant

This \$1,400 scholarship is available to Hispanic students who are members of a participating church. The scholarship is matched with \$200 from a local church, \$600 from the North Pacific Union Conference, and \$600 from Upper Columbia Academy. Complete applications are due by September 1st. The total benefit is \$700 per semester.

FINANCIAL ASSISTANCE

Sponsorship Program

Students can generate additional financial support by recruiting their own sponsors. Sponsors can contribute a flat monthly amount or a one-time payment. Hourly work rates can be supplemented by additional hourly sponsorship payments. Appropriate forms are available through the Business Office or on the UCA website. In accordance with IRS regulations, these sponsorship payments are not considered tax-deductible contributions.

Summer Camp Work Matching Scholarship

If employed at a SDA Conference Summer Camp or Literature Evangelist program during the summer, UCA will match 50% of net earnings up to a \$500 benefit.



Worthy Student & FoundationOne

To streamline the application process, the UCA Worthy Student Fund application is integrated with the FoundationOne Grant application. The application is available at uca.org. For income verification, a copy of the most recent tax return listing the student as a dependent is required. Please contact the business office if a tax return is unavailable.

UCA Worthy Student Scholarships and Single Parent Scholarships

Numerous individuals and organizations contribute to support students with additional financial aid. Scholarships are contingent on fund availability. To qualify for worthy student funds, families are required to also apply for church aid and a FoundationOne grant.

FoundationOne Grants

FoundationOne is a non-profit organization supported by alumni and friends of UCA. Need and merit-based grants are given to a large percentage of UCA students. Applications are due by June 1st. The deadline may be extended for students admitted to UCA after June 1st.

FoundationOne Memorial Named Scholarships

FoundationOne is a non-profit organization supported by alumni and friends of UCA. Need and merit-based scholarships are available through memorial endowments. Applications for these endowments are due by March 1st for returning students and April 30th for new students. Please refer to the FoundationOne Memorial Scholarship summary for eligibility, criteria, and the application for these scholarships. Awards vary between \$1,000 to \$4,000 and can be for one year or renewable annually.

GENERAL FINANCIAL POLICIES

Financial Clearance: Students can obtain financial clearance for Registration by completing the online agreement for FACTS online tuition management system and having the prior year balance paid in full.

Payment Due Dates: Payment for the agreed-upon monthly installment, as well as any additional charges, is expected by the 5th, 10th, or 20th of each month, depending on the individual payment plan.

Credit Processing Fee: Payments made by credit or debit card will be charged a 3% processing fee.

Returned Payment Processing Fee: A processing fee of \$20 may be applied for returned checks or Electronic Funds Transfers (EFTs).

Delinquent Accounts: Late payments, where missed payments are not received, or acceptable arrangements are made by the tenth of the following month, may incur a late payment fee of 1.5% on the overdue amount. Accounts delinquent by two months may be referred to the finance committee, and students may be asked to withdraw if satisfactory payment arrangements are not established.

Transcripts: Student transcripts of credits and diplomas will be held by UCA until the student account is paid in full.

Partial-Year Students: For students who transfer in or out, tuition and room and board fees will be prorated on a weekly basis. The enrollment fee and general fee charges are due for all new students.

Student Withdrawal Policy: Tuition will be billed until a fully processed withdrawal form is recorded in the Registrar's Office. The enrollment fee is non-refundable. If a student withdraws after completing registration but before the first day of classes, a refund will be issued for tuition, room & board fees, and the general fee. The general fee becomes nonrefundable once the student has started classes. It's important to note that some scholarships are awarded at the end of completed semesters and may be forfeited if students choose to withdraw.

Student Bank: UCA provides a student bank service in the Business Office to safeguard students' money. Cash may be withdrawn only with a student's signature. UCA does not assume responsibility for lost money or other valuables in dorm rooms or around campus. Students are encouraged not to keep large amounts of cash in their rooms.

Check Cashing Policy: Students may cash checks for modest amounts of cash in the Business Office. The checks should be made out to "cash" or to the student. Checks made out to Upper Columbia Academy will be credited to the student's account.

Canadian Student Account Payment: Payments may be made by check (if the check states that it is payable in U.S. funds) or by credit/debit card.

Revision of Rates: The UCA Board reserves the right to revise the published rates without notice.

MEET OUR TEAM



ERIN TUNGESVIK

Vice Principal for Finance

Phone:

+1 (509) 245-3615

Email:

business.office@ucca.org



MATTHEW MANISCALCO

Assistant Treasurer

Phone:

+1 (509) 245-3618

Email:

matt.maniscalco@ucca.org

CONTACT US

3025 E. Spangle-Waverly Rd Spangle, WA 99031
509.245.3600 | uca.org | business.office@uca.org