



NORTH LITTLE ROCK CATHOLIC ACADEMY  
"Affordable Quality Catholic Education"

1518 Parker Street  
North Little Rock, AR 72114  
501-374-5237

Dear Parents,

We are always looking for ways, better and more efficient, to stretch your tuition dollars and do more. It is costly to have to mail delinquent letters for unpaid tuition. We have decided the best way to streamline the accounting system is with an Automatic Draft Payment Plan. This also helps keep large amounts of cash out of the office and cuts down on bookkeeping errors.

Under the Automatic Draft Payment Plan (ADPP), your tuition will be taken each month directly from your bank account. You may choose to have your draft come out on the 10<sup>th</sup> or the 20<sup>th</sup> each month. Plans drafting on the 20<sup>th</sup> will begin August 20<sup>th</sup> and the final draft will be May 20<sup>th</sup>. Plans drafting on the 10<sup>th</sup> will begin September 10<sup>th</sup> and the final draft will be June 10<sup>th</sup>. This plan for tuition collection gives the school better planning capability for the future.

August tuition is due at Registration. Please fill out the form on the back of this letter and bring it to Registration.

**A NEW BANK DRAFT FORM MUST BE FILLED OUT EACH YEAR.**

The alternative to the ADPP is payment in full at the beginning of the school year. Paying in full at the beginning of the school year gives you a 5% reduction in tuition.

You may also pay for each semester at the beginning of the semester. There is no tuition reduction for this option.

There is a \$25.00 fee for bank drafts that are returned to us unpaid. You will be expected to pay this fee along with the tuition for that insufficient payment.

We are looking forward to an exciting and productive year with your child/ren!

Sincerely,

Denise Troutman  
Principal



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THIS DOCUMENT AUTHORIZES NORTH LITTLE ROCK CATHOLIC ACADEMY TO DRAFT TUITION PAYMENTS FROM THE LISTED BANK ACCOUNT.

The two dates available for draft are the 10<sup>th</sup> and 20<sup>th</sup> of each month. ADPPs are set up on a 10 month plan.

PLEASE SPECIFY YOUR PREFERENCES BELOW.

If the draft date falls on a weekend or holiday, the draft will be made on the first working day in advance. There is a \$25 fee for any drafts returned unpaid. This fee is due when you pay for the insufficient draft. YOU MUST ATTACH A VOIDED CHECK TO THIS FORM FOR PROCESSING PURPOSES.

Date: \_\_\_\_\_

Family Name: \_\_\_\_\_

Student(s) name(s): \_\_\_\_\_

Billing Address: \_\_\_\_\_

City/State: \_\_\_\_\_

Home/Cell phone: \_\_\_\_\_ Work phone: \_\_\_\_\_

I authorize North Little Rock Catholic Academy to instruct my bank to draft my checking or savings account for my tuition payments to North Little Rock Catholic Academy. This information is used solely for the purpose of consumer withdrawal.

Bank or Institution: \_\_\_\_\_

Account #: \_\_\_\_\_

Routing #: \_\_\_\_\_

CHECK ONE: Account Type: checking \_\_\_\_\_ savings \_\_\_\_\_

Draft Date: 10<sup>th</sup> \_\_\_\_\_ 20<sup>th</sup> \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

BRING COMPLETED FORM AND VOIDED CHECK TO REGISTRATION