



# Bureau of Jewish Education, Inc.

A Constituent Agency of The Jewish Federation of Greater Indianapolis

May 2010  
Sivan 5770

Dear Parents:

It is the policy of the Bureau of Jewish Education to request that your first installment towards tuition be made at the time your child registers for classes. Registration enrollment cards and initial deposits are due no later than July 23, 2010 (the Aleph deadline is July 16, 2010).

Aleph, Bet, and Gimmel tuition is \$950.00 per student. Any family having multiple children attending these grades will receive a discount of \$50.00 per child.

Bus and books payments are payable in full upon registration.

For your convenience we have broken down the tuition payment schedule for the 2010-2011 academic year as follows:

Dr. Valerie Weesner  
President

Beth Klapper  
Vice-President

Dan Kahn  
Vice-President

Linda Falender  
Vice-President

Wendy Inglis  
Treasurer

Cynthia Harp  
Secretary

Geraid Lande, DDS  
Immediate  
Past President

Ora Leivant  
Bureau Director

No. of Children	Tuition	Deposit Due at Registration	Installment Due 11/01/10	Installment Due 2/01/11
One	\$ 950.00	\$450.00	\$250.00	\$250.00
Two*	\$1,800.00	\$900.00	\$450.00	\$450.00
Three*	\$2,700.00	\$1,350.00	\$675.00	\$675.00
*A \$50.00 tuition discount per additional child has been applied				
<b>Dalet Students</b>	<b>\$575.00</b>	<b>\$450.00</b>	<b>\$125.00</b>	<b>\$0.00</b>
<b>Mechina (Grade 1-2)</b>	<b>\$300.00</b>	<b>\$300.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

- Prior balances must be current in order to register for classes.
- Deposits are due at the time of registrations. No child will be added to a class schedule until the deposit is received.
- Deposits are considered to be non-refundable and non-transferable.
- Any registration received after August 2, 2010, will be considered a late enrollment and will incur an additional \$50.00 charge.
- **All accounts must be paid in full by February 1, 2011.**
- Any student withdrawing in the middle of a semester is still responsible for the full tuition and/or bus fees for that semester.
- Financial assistance scholarships and payment plans are available; please contact me immediately to begin this process. Proper documentation is required, but kept confidential. All requests must be in writing and in my office no later than **August 10, 2010.**
- Please see the attached Hebrew School Tuition Policy for additional guidelines.

Your cooperation is greatly appreciated. We look forward to seeing you in the fall.

Sincerely,

Alisa Ervin  
Business Manager

Member  
Council for  
Jewish Education

Jewish Education Services  
of North America

Established 1911

**Smulyan-Stolkin Education Center**

6711 Hoover Road • Indianapolis, Indiana 46260-4197 • Phone 317.255.3124 • Fax 317.254.0265 • Web site www.bjeindy.org



## Bureau of Jewish Education, Inc.

A Constituent Agency of The Jewish Federation of Greater Indianapolis

### Bureau of Jewish Education, Inc. Hebrew School Tuition Policy 2010 - 2011

1. All previous balances for the Hebrew School program must be paid in full before re-registering any child for any of the Hebrew School programs.
2. The Hebrew School tuition may be paid at the beginning of the school term. However, if the payee would like to make payments towards the tuition, the following procedure has been outlined.
  - a. An initial payment (deposit) of \$450.00 for tuition [Aleph, Bet, Gimmel, and Dalet] is due at registration.
  - b. Book and bus fees are payable in full at registration.
  - c. The following classes must be paid in full upon registration: Mechina \$300 and Hebrew High \$350.
  - d. No student may participate in the Hebrew School program without this payment.  
*(Exceptions to this are limited to payment plans and scholarship applications received by Business Office by August 10, 2010. Book and bus fees are not applicable.)*
  - e. The second payment of \$250.00 is due by November 1, 2010.
  - f. The final payment of \$250.00 is due by February 1, 2011.

*Note: Any balances not paid by the specified date due, will accrue an additional charge of 5% of the balance due. Any and all charges associated with the receivable process will be the payees' responsibility. This includes, but is not limited to a \$25.00 service charge for any returned check and / or any collection services charges accrued regarding the payee's account.*

3. Hebrew tutoring sessions will be payable upon receipt of a statement.
  - a. Any student attending BJE for (3) three years may participate in tutoring for no charge.
  - b. Any student attending BJE for (2) two years will be charged \$10.00 per session.
  - c. Any student attending BJE for (1) year will be charged \$15.00 per session.
  - d. Those who have never attended the BJE will be charged \$25.00 per session.
4. Any payee wishing to participate in a payment plan must notify the Business Office by August 10, 2010. The payment plan must be approved by the Business Office, and is subject to the Finance Committee's approval. There will be a service charge of (5) five percent of the total charges for this service.
5. Any payee wishing to apply for financial assistance through our scholarship program must submit the required form and documentation no later than August 10, 2010. To obtain the form and information regarding the needed documentation, contact the Business Office at [aervin@bjeindy.org](mailto:aervin@bjeindy.org).
6. Account statements will be mailed prior to installment due dates.
7. Payments may be made by personal check, or credit card (MasterCard, VISA).

Please direct any questions or concerns regarding tuition payments to our Business Office Manager, **Alisa Ervin at 317.255.3124, ext. 3703.**

Dr. Valerie Weesner  
President

Beth Klapper  
Vice-President

Dan Kahn  
Vice-President

Linda Falender  
Vice-President

Wendy Inglis  
Treasurer

Cynthia Harp  
Secretary

Gerald Lande, DDS  
Immediate  
Past President

Ora Leivant  
Bureau Director

Member  
Council for  
Jewish Education

Jewish Education Services  
of North America

Established 1911

**Smulyan-Stolkin Education Center**

6711 Hoover Road • Indianapolis, Indiana 46260-4197 • Phone 317.255.3124 • Fax 317.254.0265 • Web site [www.bjeindy.org](http://www.bjeindy.org)