CANTERBURY DEBIT / SPENDING ACCOUNT

(in addition to tuition and fees)

This Debit / ID card and account is similar to a bank account and has multiple purposes. New students will be issued their own Canterbury photo ID card just after registration. This card will also serve as their Debit / ID card throughout all their years of attendance at Canterbury. This card allows access into the dorm for boarding students, purchases on campus, cash withdrawals and serves as their ID.

The initial payment to this account is due on or before **August 15, 2020 along with the completed attached form**. The account should maintain a positive balance at all times. Examples of transactions that will post to this account, as well as suggested amounts for initial and ongoing deposits, are as follows:

Discretionary Charges - items that support the core school program:

- **Allowance** – cash withdrawals, includes cash for on-campus laundry
- **School Store** – to purchase supplies, sundries and Saints apparel
- **Snack Bar** – to purchase food in the two snack bars on campus
- **Extraordinary Cash Withdrawals** – cash requirements in excess of personal allowance
- Student Activities – including but not limited to *weekend and student activities, trips / outings, charity fund-raisers, sports photos, yearbook, prom, postage, replacement laundry cards and replacement Debit / ID Cards, etc.*

  Written authorization for Extraordinary Cash Withdrawals must be mailed, emailed or called in to the Debit Card Coordinator **48 hours in advance**. The request must state the amount requested, student name, relation to student and purpose of the request. Funds must be available in the account for any of the above categories. Parents may restrict the **bolded** categories above and changes can be made at any time by contacting **Sharon Michalek, Debit Card Coordinator, in the Business Office at (860) 210-3801 or via e-mail smichalek@cbury.org**.

Non-discretionary Charges - items that will automatically be posted to the Debit Card Account:

- Athletic equipment and supplies
- Miscellaneous – *including but not limited to academic fees, dorm damages, graduation expenses, lost room keys, etc.*
- Travel – *transportation to train stations or airports by faculty or livery*

Suggested Initial Deposit Amounts:

Day Students: $250 - $500
Boarding Students: Domestic $500 - $750
Boarding Students: International $1,000 - $1,500

Suggested ongoing monthly deposit: $100 - $500 - depending on spending habits and restrictions.

Payment Options:

Payment options are as follows: cash, personal check made payable to Canterbury School (please include student name and DC in memo) or credit or debit card (Visa, Amex, MC, Discover - a 2.9 % fee is added to the total if the card is not present). The maintenance of a balance in this fund is the responsibility of the parent or financially responsible party. Students may monitor their account and notify their parent to replenish.

After the initial deposit, activity and balance may be viewed online, once your account is set up with **MyKidsSpending**. Credit or debit card payments will be available online through this website.
Each month parents will receive two statements: a) an itemized summary of Debit Card Account statement activity and b) a Student Billing Statement. These statements will be sent via email to the parent/guardian at the beginning of each month for the prior month. Not all expenses are paid through the Debit Card Account. Parents will continue to be billed on the **Tuition or Student Billing Account** for charges including but not limited to tutoring, PSAT/SAT/AP test fees, medical fees, and transportation to doctors.

Please visit our website for more information:
https://www.cbury.org/academics/summer2020/opening-of-school-forms or **https://www.cbury.org/about/business-office-forms**

CANTERBURY SCHOOL DEBIT CARD RESTRICTION FORM 2020 – 2021

Please complete and return to the Debit Card Office on or before **August 15, 2020** with your initial deposit.

Student's Name: _____ **Form:** (circle) 3 4 5 6 PG

Spending Category Restrictions: (Check √ One box for each category) B-Block, W-Week, M-Month

Parents wishing to limit their child's spending may restrict categories by the week, or month. If you want your child to have no spending capabilities in any category, check Block Spending.

ALLOWANCE □ Block Spending OR □ Unrestricted OR □ Restricted: $___ per W or M

Check box if you wish to have the option: **Allowance: Do not accrue** □

Please allow cash withdrawals for on-campus laundry

(The school maximum for allowance withdrawals, whether restricted or unrestricted, is $50/day)

SCHOOL STORE □ Block Spending OR □ Unrestricted OR □ Restricted: $___ per W or M

SNACK BAR □ Block Spending OR □ Unrestricted OR □ Restricted: $___ per W or M

No Restrictions will be applied to the following items and the account should maintain a positive balance to accommodate for:

- Athletic equipment and supplies
- Student Activities – including but not limited to *academic fees, weekend and student activities, trips / outings, charity fund-raisers, sports photos, yearbook, prom, postage, dorm damages, replacement laundry cards, dorm room keys and Debit / ID Cards, etc.*
- Travel – *transportation to train stations or airports by faculty or livery*

First-Month Initial Deposit $_____ due on or before August 15.

Persons Authorized to Change Restrictions or Approve Extraordinary Cash Withdrawals

(*Cash requirements in excess of personal allowance*)

Name: _____ Relationship to Student: _____

Name: _____ Relationship to Student: _____

I/We understand that the maintenance of a positive balance in this account is my/our responsibility and that the School will not process a discretionary transaction for our child unless there is a sufficient balance in the account.

Signature: _____ Email address(s): _____ _____

Date: _____ **An itemized statement will be emailed monthly and upon request.**