

Band Boosters of Oakton High School
Financial Policies for Parents and Students

Created June 2009

FEES AND CHARGES

- Student fees and charges, such as the student marching fee, must be paid within 30 days of being billed. At the end of each school year any uncollected amounts will be turned over to Oakton HS for collection.
- The Student Accounts Treasurer will provide accurate monthly statements throughout the school year for each student to the student's parents.
- A student and the student's parent(s) are responsible for damages caused by the student at band events and band-related activities, such as spring trips and band camps (Orkney).

TRIP PAYMENTS

- A student planning to go on a band-sponsored trip will turn in a trip agreement form by the specified date.
- The student (or the student's parents) will make all trip payments, including any non-refundable deposits, in accordance with the payment schedule for the trip.
- In order to leave on the trip, the student's account must be up to date for all amounts, not just for the trip.

REFUNDS

- A student's account balance (positive or negative) will be carried over to the next year to be used by the student or the student's sibling. Graduating seniors and students who withdraw from Oakton High School may receive a refund of their account balance, but may not transfer it to another student (except a sibling).
- A request for a refund must be in writing (e-mail or hard copy).
- Any outstanding fees or non-refundable trip expenses will be deducted from the student's account before determining the amount of any refund.
- Money or "points" credited for fundraising will not be included in any refund.
- Balances for which a refund request has not been received within 60 days after the student's graduation or withdrawal from Oakton High School will be treated as contributions to BBOHS. BBOHS will provide appropriate documentation of donated amounts for tax purposes.

BBOHS does not provide receipts for cash payments and is not responsible for cash that is left in the payment box. Students and parents place cash in the payment box at their own risk. BBOHS strongly recommends that payments be made by other than by cash, such as checks.