



ADMISSION AND FINANCIAL AGREEMENT BETWEEN FREEDOM CHRISTIAN SCHOOL AND...

Family name: _____ Student name: _____

Covering School Year: 2017-2018 Date: _____

The admission agreement is made between Freedom Christian School and the parent(s) or legal guardian(s) of the student. In consideration of the services provided by Freedom Christian School, the parent or guardian agrees as a condition of enrollment of their student(s) to abide by the terms and conditions of this as follows:

1. The parent will pay the school all applicable registration and tuition fees as described in the Tuition and Fees Schedule and the Financial Agreement in the manner and at the time required therein.
2. The parent agrees that the parent and child are required to comply with all health, safety, and discipline policies of Freedom Christian School including but not limited to those contained in the FCS Parent/Student Handbook. The parent will cooperate fully with Freedom Christian School to ensure full compliance with all rules and policies.
3. The parent will complete and return all questionnaires and forms given to the parent by Freedom Christian School. Prompt return of complete and accurate documentation by the parent is a condition of enrollment.
4. The parent agrees that enrollment may be terminated by either party without cause and that the parent is responsible for any fees and costs incurred prior to termination of enrollment.
5. The parent acknowledges that he/she has received a copy of "Notification of Parent's Rights."
6. Parent agrees to keep the school informed of any medical and/or behavioral concerns of their child throughout the time of the child's enrollment and that the parent has received a "Parental Consent and Medical Authorization."
7. The parent agrees to pay for any property damage or medical services resulting from child's care and acknowledges that Freedom Christian School cannot be responsible for child's lost or damaged property.

8. The parent acknowledges that he/she has had adequate opportunity to investigate, and has in fact investigated the curriculum, Statement of Faith, Mission Statement, Philosophy, handbook, equipment, facilities, teaching methods administration, safety procedures and discipline policy of Freedom Christian School. The parent agrees that a child's continued enrollment at Freedom Christian School will be deemed acceptance and satisfaction of the school's services.
9. The parent agrees to comply with all requests of Freedom Christian School reasonably necessary to accomplish the school's purpose.
10. The parent agrees that any complaint he/she may have concerning Freedom Christian School will be handled in the means described in the handbook. It will first be directed to the school's administration and not directed to other parents or children. If the parent remains unsatisfied, then any complaint will be presented to the school's board of directors.
11. The parent agrees that as a condition of enrollment, he/she will submit to binding arbitration instead of civil litigation in the event of an unresolved dispute. The terms of the binding arbitration are described in the Freedom Christian School handbook.

The parent understands and agrees that violation of the school's tenets of faith, discipline policy, safety procedures, handbook regulations or this admission agreement by the parent or student is grounds for the student's discipline or termination of this agreement and the student's enrollment.

A. Registration: \$ _____

This fee reserves the student's position, covers the cost of registration, grade placement, office recordkeeping, Stanford Achievement Testing, and ACSI membership. This fee is non-refundable.

B. Curriculum Fee (a non-refundable fee.): \$ _____

This fee MUST be paid no later than July 1st for students enrolled for the entire school year. Nonpayment by July 1st will constitute indication of withdrawal from FCS. For students enrolling after July 1st, this fee is due upon enrollment. This fee is book rental fee and is non-refundable.

C. Insurance Fee (a non-refundable fee): \$ _____

This non-refundable fee provides the family with insurance for any accident that occurs at a school event. The family policy is the first insurer. This is secondary insurance.

D. New Student Device Management Fee (a non-refundable fee): \$ _____

This non-refundable fee enables the new student's device to be linked to the school's management system. This fee occurs once.

E. Tuition: \$ _____ (yearly total) Bill Code: _____

1) Payment Plan:

[] 10 month plan at \$ _____/month Date beginning: _____

This plan begins on August 1st and ends with the last payment on May 1st when a student is enrolled for the entire school year. Otherwise, tuition for the partial year will depend on the number of days the student will attend

school. This amount will be reflected in the number of monthly payments remaining.

[] Paid in full \$ _____ Date: _____

2) Separate billing fee

Each family will be issued one statement for their account. Should parents/guardians living in separate households request that their bill be divided between the households, a fee of \$15/month per additional account will be charged. *However, it is understood by both parties that they are equally responsible for the full amount of the account. Should one party refuse to pay, the other party will be held equally responsible for the unpaid amount.*

[] Please divide our account as follows: _____

3) Late payment:

Each family will receive a digital account for online payment of fees and tuition. Payments are due on the 1st of each billing month. Payments received after the 1st will be subject to late payment fees.

Late payment fees shall be: 5% of the balance due for the first month and 10% of the balance due the second month.

4) Check processing fees shall be \$25 per check.

Any checks that are returned to FCS or to the FCS tuition service by the bank for any reason, shall be assessed this fee.

5) Fundraising Responsibility

Each quarter the school will sponsor a fundraiser. Each student is responsible to raise \$85 in proceeds – or the parent may buy out of the responsibility. All proceeds the student raises above the minimum will be applied directly to the student’s tuition account.

6) Student Financial Suspension Policy:

Please review this policy in your FCS handbook. The basic policy is that any student’s tuition overdue beyond the 2nd of the month following the billed month is cause for suspension until the entire bill is paid in full. (For example: if the January bill is not paid, it is delinquent on the 2nd of January; if it is not paid by February 2nd, the student will be suspended on February 2nd until both months are paid in full including all late charges.) Students will not be permitted to take semester examinations if the account is delinquent or if textbooks and resources have not been returned at the end of the school year. Because the last payment is due May 1st, students whose accounts are not paid in full by May 15th, will be suspended until the bill is paid in full to avoid last minute confusion regarding the student’s ability to participate in semester finals and end-of-the-year graduations and promotions.

E. Extended Care Services:

Extended Care Hours are 7:00 AM-8:30 AM and 3:30 PM-6:00 PM

- 1) **Charges shall be \$5.00 per hour or any part thereof per student** and shall be billed each month on or about the 20th. *This amount MUST be paid with the current month's tuition.*
- 2) Any student K-12 who arrives on campus before 8:00 AM or who remains on campus after 3:30 PM other than for sports or extracurricular activities shall be subject to the same charges. Should a student remain on campus for sports or extracurricular activities, they are required to leave the campus immediately after dismissal from the activity or sign into extended care. If a sports practice is dismissed early without parental notification and it is before 5:30, the student will have free extended care until the end of the scheduled practice time or 6:00 p.m. whichever is the earliest. After that time, the parent will be charged. If a student returns from a sporting event before 5:30 p.m., the parent will have 20 minutes free extended care from the time the student places his/her first call to their parents. After that time, the family will be charged for care.
- 3) A fee of \$1.00 per minute will be charged for any student left after 6:00 p.m. or for any student left 15 minutes past dismissal time on minimal days when Extended Care is not provided by the school.

F. Early Withdrawal

- 1) Tuition for any student who withdraws early will be the sum of the daily rate of tuition plus a \$300 withdrawal fee.
- 2) However, if a withdrawal occurs after August 1st, and before school begins, the August tuition is non-refundable.

We have read all of the above information and are in full agreement with it.

Parent/Guardian Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

***If student lives with two parents/guardians, both must sign this agreement.
A copy of this agreement shall be provided to you upon request.***

OFFICE USE ONLY:

Insure all forms have been completed. Note fees paid on the same page.

Receipt Number: _____ Check Number/Cash: _____

Financial Form Completed: [] Yes [] No Release Forms Completed: [] Yes [] No

Sports Forms Completed: [] Yes [] No

Student Profile(s) Returned: [] Yes [] No Staff Initials: _____ Date: _____