

West Cobb Christian Academy

2009 – 2010 Financial Consideration Contract

I understand the following:

Application Fee is non-refundable and due at time of registration. Application Fee must be paid to initially reserve your child's space in the program.

I will supply, if needed, certain materials such as a pencil box with a few necessary items (pencils, scissors, crayons, etc.) for my child's classroom use. A supply list will be sent home to let you know. If a student withdraws, he/she may retain his/her consumable materials.

I will take responsibility for the care of any books that my child brings home for homework. I understand I will be responsible for replacing any that are lost or damaged.

Elementary Grades Programs Fee is due by June 1st for the following school year. If registering after June 1st, Programs Fee due at time of registration. Optional Program Fees are paid at time of tuition payment.

Tuition payment reserves your child's space in the program. Monthly Tuition payments are due by the 1st Friday of each month. Bi-Weekly Tuition payments (Elementary Grades only) are due by the 1st and 3rd Friday of each month. Annual Tuition payments are due by August 1st for the following school year. Monthly and Bi-Weekly Tuition payments are made over the 10 month school year. No refunds will be given for days missed due to illness, holidays, etc.

Students in the Homeschool Co-op program are required to pay any extra fees for field trips or extra programs. Regular Elementary Grade program students have these fees rolled into tuition.

Payment can be made in the form of cash, personal check, Visa (through Paypal), Money order or Cashier's Check. Please make checks or money orders payable to West Cobb Christian Academy or WCCA. There is a returned check fee of \$40.00. More than one returned check will require cash payments for all future transactions.

Late Payments are subject to a \$20 late charge. Students will be placed on Financial Suspension if their account is 30 days delinquent. After 60 days, the child will be removed from school. All tuition and fees that are owed must be paid or the account will be turned over to school board attorney for handling. All court and legal costs from the collection process will be paid for by your family.

Mother's Morning Out and Preschool K4 programs have a two week trial period for each child. Elementary Grades and Homeschool Co-op programs have a 30 day trial period for each child. The trial period begins the day your child is scheduled to start the program. Either party may terminate your child's enrollment within the trial period with 24 hours notice, with or without cause. If care is terminated during the trial period, a refund of up to 50% of your first month's tuition will be given to you along with a refund of any tuition paid in advance for months in which the child is no longer enrolled. No refund will be given for time prior to terminating your child's enrollment.

Students formally withdrawn from WCCA are eligible for a refund of any tuition paid in advance for months in which the child is no longer enrolled. Tuition payments for the current month and past months are non-refundable. All mandatory Program Fees are non-refundable. Optional Program Fees are eligible for a refund for fees paid in advance for months in which the child is no longer enrolled. Optional Program Fee payments for the current month and past months are non-refundable. Written notice must be given to WCCA in advance in order to formally withdrawal a student. Mother's Morning Out and Preschool K4 require two weeks prior notice. Elementary Grades and Homeschool Co-op require 30 days prior notice. Elementary grade students are subject to a \$300 withdrawal fee. Financial accounts must be in good standing to be eligible for a refund.

Late Pickups are subject to a charge of \$1.00 per minute that your child is at school past pickup time. This must be paid the following day to ensure your child's space in the program. Three Late Pickups will put your child on Enrollment Probation and further Late Pickups will result in removal from the school.

West Cobb Christian Academy reserves the right to re-evaluate any child or family's continued participation in this program to determine that the program can adequately meet the needs of the child or family. Failure to abide by any of these policies may result in termination. Unless the child is a danger to himself or the other children in care, a two week notice will be given and there will be no refund of fees, or monthly tuition for the current month and past months.

I have read and agree to abide by all terms stated in this contract. I also understand the terms and conditions may change as needed. I understand that I will be notified of such changes with at least two week's notice.

Date

Date

Signature of Father

Signature of Mother

NOTE: Both parent's signature are required on the Financial Consideration Contract. This contract must be renewed each school year.

Last

First

Student Name

Program

please check the appropriate program & day(s) (if applicable)

- Mother's Morning Out**
 - Tuesday
 - Wednesday
 - Friday
- Preschool K4**
 - Tues, Wed, & Fri
- Elementary**
 - Full Week
- Homeschool Co-op**
 - Tuesday
 - Thursday