

West Cobb Christian Academy

2012 – 2013 Financial Consideration Contract Elementary and Middle

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

Registration fees are due at the time of registration. My spot is not guaranteed until that registration payment is made. Material fees are due by June 1st. My child will not be able to start the school year until material fees have been paid.

Tuition payment reserves your child's space in the program. Elementary and Middle payments are due by the 15th of each month. Bi-Monthly payments can be made as well as 12 month payments. You must have prior approval to use the bi-monthly or 12 month payment option. No refunds will be given for days missed due to illness, holidays, etc.

All field trips (in and out of school) are paid through the program fees. Middle school will be required to pay for their extended trip.

Payment can be made in the form of cash, personal check, credit cards (through Paypal, with 3% convenience fee), 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 transaction.

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.

Students formally withdrawn from WCCA are eligible for a refund of any tuition paid in advance for months in which the child is no longer enrolled.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. Written notice must be given to WCCA in advance in order to formally withdraw a student. Elementary and Middle school programs require a 30 day notice. Payment for those 30 days is required no matter when the student's exit occurs. Elementary and Middle grade students are charged a \$300 early withdrawal fee. During the summer months, a 45 day notice is required to withdraw. You will be required to pay the \$300 early withdrawal fee and half of the first month's tuition if you withdraw in the summer. 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 weeks' notice.

Date

Signature of Father/Legal Guardian

Date

Signature of Mother/Legal Guardian

NOTE: The signature of both parents/legal guardians are required on the Financial Consideration Contract unless a custody agreement is on file. This contract must be renewed each school year.

2732 Macland Road • Marietta, GA 30064 • 770-359-8754 • info@westcobbchristian.org • www.westcobbchristian.org

Program

please check the appropriate

- Elementary Program
- Middle Program
- Homeschool Co-op
 - 1 Day
 - 2 Days
 - Monday
 - Tuesday
 - Wednesday
 - Thursday
 - Friday

Last

First

Student Name