

GREENFOREST-McCALEP CHRISTIAN ACADEMIC CENTER

FINANCIAL POLICY STATEMENT (2010-11)

****DETACH AND RETURN THIS FORM WITH APPLICATION****
(Required for Completion of Application)

(PLEASE READ CAREFULLY)

All checks are subject to verification and collection by **Telecheck Service**. All tuition payments are payable on the dates specified by the payment plans described on the Tuition/Fee Schedule. No printed billing will be issued prior to due date. It is the responsibility of the parent to make all payments in accordance with the payment dates without notification. If payment of tuition/fees is not made in accordance with the payment due date, the academic center, at its discretion, may administratively withdraw the student immediately. Except when prior arrangements have been made with the Business Manager, no student will be permitted to attend school if the account is more than thirty (30) days past due. A check or bank debit returned for any reason will incur a \$50.00 fee plus a \$25.00 late fee. A third returned check or bank debit causes the family to forfeit the right to pay any and all fees by check or bank debit for the remainder of the school year.

GMCAC relies on tuition income to meet operating expenses. A major portion of the school's expense is related to faculty salaries. Since salary obligations are contractual in nature and are based on income projected by enrollment contracts, it is essential that the income from tuition be assured. For this reason, it is understood a student withdrawing early either voluntarily or administratively will be responsible for the tuition for that entire semester along with a \$500 withdrawal fee per child. Academy students who have prepaid the full year's tuition will be refunded tuition at a monthly proration for the months remaining in the grading period(s) less the \$500 withdrawal fee. The only exceptions to this are involuntary relocation of a family out of the metro Atlanta area or hardship cases (upon approval by the administration and Board of Regents). ELC students who withdraw must submit a 30-day withdrawal notice and pay a \$500 withdrawal fee (per child). ELC students who have prepaid the year's tuition in full will be issued a refund at a monthly proration less the \$500 withdrawal fee. This contract covers each tuition payment plan. In the event of separation between the school and the student for any reason other than the stated exceptions, all earned but unpaid tuition becomes due and payable immediately. Without full payment of said tuition, no student records will be released.

In addition, students and parents are subject to all rules and regulations of the Student Handbook.

The parent/guardian agrees to pay the tuition amount (which reflects any applicable tuition discounts) of: \$ _____ to be paid:

Annually Monthly (Bank Debit) / Advance Post-dated Checks)

Employee GCBC Membership Additional Child Discount

My child will be using the following Academic Center Program(s): Before School After School ELC

Child's Name _____ Grade _____

I have read and accept the Financial Policy and Statement of Greenforest-McCalep Christian Academic Center. I also agree to accept the interpretations of the policy and statement as made by the school's administration.

(Parent/Guardian Financially Responsible for Student)

(Parent #1)

(Parent #2)

Name:

Address:

Home #: **Work #:**

Mobile#: **Email:**

Employer:

Signature: **Date:**

Name:

Address:

Home #: **Work #:**

Mobile #: **Email:**

Employer:

Signature: **Date:**

FAMILY COMMITMENT/FINANCIAL AGREEMENT (2010-11)
(ACADEMY PARENTS ONLY)

This agreement is entered into on this _____ day of _____, 20 _____, between the Greenforest-McCalep Christian Academy, hereinafter referred to as "GMCAC" and _____ represented as the true parent/legal guardian, requesting to enroll _____ for the school year 2010 - 2011 with the following agreements:

1. We as parent(s) or guardian(s), accepting God's instruction which says, "Train up a child in the way he should go and when he is old, he will not depart from it" (Prov. 22:6), do affirm that this training is carried on in the home. We promise that the home will provide a secure haven of safety, free from the very influences that we recognize as harmful.
2. We pledge our loyalty to the aims and ideals of GMCAC and will bring any criticisms directly to the administration so that they may be properly dealt with by those in authority.
3. We pledge that if for any reason our child does not meet the academic requirements or cooperate with the disciplinary standards (these standards include Dress Code, Care of School Property, and Conduct and Discipline) of GMCAC, we will withdraw him/her without delay and will cooperate with the administration to make the withdrawal as quietly as possible, avoiding discussion with those not involved, so as to avert a spirit of dissension and division at either our child's expense or the school's. GMCAC reserves the right to dismiss, suspend, or otherwise discipline (no corporal punishment) any student who does not adhere to the standards stated in the Student Handbook.
4. The teachers and administration are given full discretion in the discipline of our children, within the guidelines ("Conduct and Discipline") stated in the Parent/Student Handbook.
5. The parties agree that enrollment is not complete without required physical or immunizations required by the State Board of Health.
6. Tuition and fees to be paid this year will be based on the rates published in the current Financial Information Brochure, which has been given to us and reviewed.

We have read the above carefully and hereby agree to its terms. We have also received, read and accept the **Financial Policy** and Statement of GMCAC. We also agree to accept the interpretations of the policy and statement as made by the school's administration.

Signature of Parent/Guardian Financially Responsible for Student

Date _____

Print Name