

2021-2022 AGREEMENT



FOR OFFICE USE ONLY

Date Received: _____

Reg. Fee paid: \$ _____

Date paid: _____

Ck.#: _____ Cash: _____ C. Card: _____

STUDENT'S NAME:

First: _____ Middle: _____ Last: _____

Date of Birth: _____ Age: _____

NEW STUDENT

Name of school and grade currently attending or last attended;
(if applicable.) _____

Grade: _____

CURRENT HIGHPOINT STUDENT

Currently enrolled at Highpoint in Grade: _____

GRADE REGISTERING FOR:

Toddlers (age 2) Jr. Pre-Kinder. (age 3)

VPK (age 4) Kindergarten (age 5)

1st Gr. 2nd Gr. 3rd Gr. 4th Gr.

5th Gr. 6th Gr. 7th Gr. 8th Gr.

STUDENT'S HOME ADDRESS: _____ Zip Code: _____

Mother's Name: _____ Cell Phone: _____

E-Mail: _____

Father's Name: _____ Cell Phone: _____

E-Mail: _____

Marital status: _____ Married _____ Separated _____ Divorced _____ Other: _____

_____ Joint Custody _____ Name of primary Custodial Parent or Legal Guardian: _____

Name of Parent/Guardian responsible for payment of Tuition & Fees: _____

Please report to the Main Office immediately all changes in email address, contact information, status, allergies, illnesses, etc.

TERMS OF AGREEMENT

1. TUITION PAYMENT OPTIONS: Annual tuition is based on a 10-month school year. Payment options are as follows:

- **Monthly:** Ten payments due the 1st day of each month with first payment due on August 1st and last payment due on May 1st.
- **Quarterly:** Three payments due on the 1st days of August, November and March.
- **Annually:** Full Annual Tuition paid in advance, prior to August 1st, will receive a \$100.00 discount.

2. DEDUCTIONS: Absolutely **NO DEDUCTIONS** will be made for days, weeks or months absent from school. Vacations or long illnesses will not be deducted from Annual Tuition. Tuition must be paid in order for student to maintain enrollment.

3. REFUND POLICY: All payments made to the school are **NON-REFUNDABLE**. Highpoint Academy, Inc. will not be required to refund any monies if, at any time, the student is suspended or expelled by the school administration or withdraws and transfers to another school by choice.

4. PAST DUE ACCOUNTS: Progress Reports, Evaluations, Transcripts, etc. will NOT be issued to parents with past due accounts. This includes amounts due for Registration Fee, Tuition, late payment penalties or returned check penalties, late pick-up or tardy charges, extra-curricular activity fees or any fund-raising amounts that are owed.

5. FEES/PENALTIES:

- **Credit Card fee:** All payments made with a credit card will be charged an automatic fee of up to 3% per transaction.
- **Late Payment Penalties:** \$40.00 late payment penalty will be charged when tuition is paid on or after the 10th day of each month. (Students whose accounts are 15 days past due may not be admitted in school until tuition is paid.)
- **Bank Fees:** \$40.00 penalty fee will be charged for all checks returned by the Bank.
- **Fee for lost ID Badges:** \$10.00 fee will be charged for replacement of lost ID Badge.
- **Late Pick-Up fees:** After 6:00 p.m, a late pick-up charge of \$5.00 for every 15 minutes, or fraction thereof, must be paid directly to staff member assuming responsibility for child after closing hours. Late pick-up charges also apply on all days when school closes early.
- **Tardy Fees:** Please refer to Highpoint's "ATTENDANCE POLICIES" (inside the INFORMATION MANUAL) regarding these fees.
- **Progress Reports/Transcripts will not be given to Parents if there are any outstanding late pick-up fees or other fees and charges.**

6. iPad REQUIREMENTS: All Kinder thru 8th Grade students are required to have their own iPad every day. Parents are responsible for purchasing their child's iPad, with a hard protective case and other accessories, and for replacing (or insuring) any lost, broken or stolen iPads. Please refer to Highpoint's "TECHNOLOGY, iPad & CELL PHONE POLICIES" (inside the INFORMATION MANUAL) regarding iPad policies.

7. SCHOLARSHIP OPTIONS: Numerous State Scholarships are available. Parents should go on-line to www.stepupforstudents.org or www.vpkhelp.org to obtain detailed information. Parents are responsible for the timely payment of any tuition portions not covered by the Scholarship program.

8. DISCLAIMER: Highpoint Academy, Inc., its Owners, Directors, Employees and/or volunteers will not be liable for any claims due to injuries, accidents or incidents suffered before/during/after school hours, or during any Field Trip or Extra-Curricular class or activity.

ANNUAL TUITION & FEES

ANNUAL REGISTRATION FEE

- \$300.00...Pre-School (Toddlers, Jr. PK & VPK)
- \$400.00...Elementary (Grades K to 5)
- \$500.00...Middle School (Grades 6 to 8)

ANNUAL TUITION

- \$8,300.00... Pre-School Division (Toddlers to VPK) *
- \$8,500.00... Elementary Division (Grades K to 5) *
- \$8,700.00... Middle School Division (Grades 6 to 8) *

** If current Highpoint student re-enrolls AFTER 1/15/21, the Annual Tuition will increase by \$100.00 from current tuition rate; (or by \$300.00 if changing division.)*

CAMPUS HOURS: Campus is open from 7:45 a.m. to 5:30 p.m. only. (Late pick-up fees will apply after 5:30 p.m.)

LUNCH FEE: Lunch is included for Toddlers thru VPK. Kinder thru 8th Grade Students must bring a balanced healthy lunch from home or have it delivered daily during limited hours. For safety, microwave ovens are not provided.

DROP-OFF & PICK-UP: Students must be dropped off and picked up at the Main Entrance during their designated "Time Blocks" only.

SIBLING DISCOUNT: A \$100.00 per year discount given to each additional child in family; (Brother/Sister relationship only.)

TOILET TRAINING: An additional \$50.00 per month will be charged until child is fully toilet trained.

PARENTAL DISCLAIMER/WAIVER & FINANCIAL AGREEMENT

- The amount of \$_____ is hereby paid for the 2021/2022 REGISTRATION FEE which includes insurance coverage for EMERGENCY TREATMENT ONLY, not Liability or Accident Policy.
- I hereby agree to pay the ANNUAL TUITION amount of \$_____ for the 2021/2022 school year, and hereby assume all financial responsibilities with regard to this obligation. I understand I am responsible for all penalties and Attorney's Fees if this account is sent to collection.
- I understand that all payments made with a credit card will be charged an automatic fee of up to 3% per transaction.
- **DISCLAIMER:** Neither Highpoint Academy, Inc. nor its Directors or Employees, will be held liable for any accidents, incidents or illnesses, including COVID-19, that may occur on the school premises, during any optional extra-curricular activity or Field Trip, or as a result of my child attending school on campus.
- I understand all payments made to the school are NON-REFUNDABLE.
- I have read and hereby agree to abide by all the written Policies, Rules & Regulations as described in the published "INFORMATION MANUAL for Parents & Students" which is posted on the HIGHPOINT FAMILIES WEBSITE (www.highpointfamilies.com).
- I understand the school reserves the right to suspend/expel my child if my child fails to abide by any of the Policies, Rules & Regulations stated in the Manual.
- I understand I will be expected to cooperate with the PTO and the 8th Grade fund-raising events throughout the year.
- I understand that the only mandatory PTO fund-raiser is the sale of chocolate bars, which are not returnable.
- I have already completed the "REGISTRATION FORM" giving the school all current pertinent information regarding my child, including allergies/illnesses.
- I hereby authorize Highpoint Academy, it's Employees or volunteers to give First-Aid treatment, including over the counter medicines, to my child.
- I have seen the entire school campus, including all Playground areas and fields, and have found them to be safe and suitable for my child.
- I hereby give permission for my child's photo(s) or video(s) to be published in the the school Yearbook, digital monitors, school Websites, school or Teacher's Facebook and/or Instagram pages, and/or any school brochure, advertising, or other publication. I give permission for my child to access all books, including literature books, i-books, e-books, etc. located throughout the Campus or inside any digital device or computer.
- I am aware that "video surveillance cameras" are recording 24/7 inside classrooms and in most exterior areas of the Campus.

Date signed: _____	Date signed: _____
_____ Signature of Mother/Legal Guardian	_____ Signature of Father/Legal Guardian