

**ENROLLMENT CONTRACT
PRE-KINDERGARTEN TO GRADE 8
2023-2024 SCHOOL YEAR**



The Unified Schools of St. Mary Magdalen & St. John the Evangelist

Name of Parent /Guardian _____

Address _____

Telephone _____ Email _____

STUDENT INFORMATION (please print)

NAME	BIRTH DATE	GENDER	ENTERING GRADE

POLICY AGREEMENT FOR ALL PARENTS/GUARDIANS

Student(s) enrollment at the School is subject to Parent/Guardian support of the standards of the School in its methods, objectives, and policies, including moral, academic, behavioral, dress, conduct, and disciplinary standards. Parent also agrees to support, to the best of Parent’s/Guardian’s ability, the School through attendance at parent meetings and participation in various School activities. To note:

- Parents/Guardians must honor the Home and School Association fundraising obligation of \$ 325.00 per family. Credit toward this obligation is earned by participating in fundraisers held throughout the year.
- Each family is required to volunteer at the School Carnival in the spring (2 volunteer shifts per family, 1 on Tue., Wed, or Thu. And 1 on Fri. or Sat.). Each family is also required to volunteer on the committee for one other major fundraiser (Auction Dinner or Golf Tournament).
- Parents/Guardians must enroll in the FACTS tuition plan and understand that any tuition, fees and expenses not paid when due will be invoiced to the FACTS plan.
- Additional unpaid fees and expenses will be processed through the FACTS plan, including, but not limited to:
 - Before and After School Fees
 - Milk
 - Field Trips, Graduation
 - School Registration
 - Sports and Club Participation
 - Fundraising Obligation
- I agree to abide by the Payment Option selected below (initial your selection in the payment options):

PAYMENT OPTIONS (all families must enroll in FACTS)

<i>Initial</i>	Option #1 - Payment of annual tuition in full by July 1, 2023
<i>Initial</i>	Option #2 - Payment in Two Installments: July 1, 2023 and January 1, 2024. Both tuition installments must be paid by January 1, 2024, with first installment due on July 1, 2023.
<i>Initial next to your choice</i>	Option #3 - Monthly Choose: _____ 10 monthly payments, first payment July 15, 2023, last payment April 15, 2024 _____ 11 monthly payments, first payment July 15, 2023, last payment May 15, 2024 _____ 12 monthly payments, first payment July 15, 2023, last payment June 15, 2024

PAYMENT AND LATE FEES: Parent/Guardian understands and agrees that a Late Charge of \$25.00 will be added for any delinquent payment that is 30 days past due, for every 30 days past due, up to a maximum of 90 days. As to any account more than 90 days in arrears, the School reserves the right to accelerate the total unpaid balance of tuition and fees under this Enrollment Contract. When accounts are in arrears, the account may be referred to the School's collection agent and/or counsel for satisfaction. Parents/Guardians are encouraged to work with the Business Manager to arrange payment plans as soon as possible to avoid a larger balance due should an unforeseen issue arise with tuition payments.

DEFAULT OF PAYMENT: All accounts must be current before records and transcripts can be released or transferred to other schools. Student will not be allowed to continue to participate in school sports teams (practices and games) or other School activities unless tuition and fees are paid by stated deadlines (or until Parent/Guardian makes other written arrangements acceptable to the School).

FUTURE REGISTRATION: Any account with an unpaid balance for the academic year relating to this contract may not register for the following academic year until the outstanding tuition balance and accrued fees for the current academic year are paid.

RETURNED CHECKS: All returned checks will incur a fee of \$35.00 per returned check.

SCHOOL WITHDRAWAL: Determination of whether any tuition paid or upcoming tuition due for the academic year will be decided on a case-by-case basis and will be at the discretion of the School administration.

FORCE MAJEURE: The School's duties and obligations under this Contract shall be suspended immediately without notice during all periods that the School is closed because of force majeure events including, but not limited to, any fire, act of God, hurricane, war, governmental action, act of terrorism, epidemic, pandemic, or any other event beyond the School's control. If such an event occurs, the School's duties and obligations in this Contract will be postponed until such time as the School, in its sole discretion, may safely reopen. In the event that the School cannot reopen due to an event under this clause, the School is under no obligation to refund any portion of the tuition paid.

I/We, the undersigned, have read and understand the terms and conditions of this Agreement, for enrollment of the Student(s) for the applicable academic year. I/We agree to abide by said Terms and Conditions and agree to fulfill the total financial obligation for the payment of tuition and fees as set forth herein.

All persons signing this Contract are jointly and severally liable for the tuition and fees set forth herein. Parent's signature and/or initials on this Contract evidence Parent's/Guardian's understanding and agreement to the terms of this Contract.

Signature of Parent 1 (or legal Guardian) _____ Date _____

Signature of Parent 2 (or legal Guardian) _____ Date _____

*Signature of person Financially Responsible _____ Date _____

**The person signing although not a Parent or Guardian is agreeing to be responsible for all financial obligations set forth in this Contract.*

Tuition and Fees for 2022/2023 School Year		
Grades K-8	1st child	\$ 5875
	2nd child	\$ 5875
	Additional child/ren	\$ 5625
PreK	5 Full Days	\$ 5975
	3 Half Days	\$ 4175
	Registration Fee (Per Child - All Grades)	\$ 225
	Fundraising (Per Family - All Grades)	\$ 325

There is a fee for BeforeCare and AfterCare (Extended Day Programs). Families are encouraged to register (at no cost) for the programs and will be charged on a per hour basis. Discounts for full time use may be available.

AfterCare will be held at the St. Mary Magdalen Campus. St. John campus students will be bused to the SMM campus.

BeforeCare: Each campus - 7am-8am	AfterCare: SMM campus for all - 2:30 PM - 6:00 PM	\$ 10.00 per hour
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