



West-Mont Christian Academy Family Re-enrollment Agreement for the 2011 - 2012 Academic Year

January 24, 2011

Dear WCA Parents,

It is hard to believe we are half way through this school year and beginning to plan for the *next* school year, yet here we are! We feel blessed by you, the families that God has sent to us, and we look forward to continuing the partnership we have begun. With each new academic year, we ask that you reaffirm, along with us, your commitment to Christian education and the long-term investment in your child.

The re-enrollment process is just a few steps. Parents should take this time to make changes or updates to family and student information (i.e. email addresses, etc.) in Renweb.

Enclosed you will find the:

- **Re-enrollment Agreement**
- **Tuition and Fee Schedule for the 2011-2012 Academic Year**
(with discount and scholarship information)
- **WCA Financial Policies**
- **New Student Information Page**, if applicable

Scholarships are available through the Private School Aid Service. All scholarship applicants must first re-enroll before sending information forms to PSAS. A link will be on the WCA website in a few weeks. The scholarship deadline is April 15, 2011. Applications for scholarships may be denied after this date.

The Re-enrollment process is a very simple one!

With this cover letter you will find the WCA 2011-2012 Tuition and Fees Schedule and the WCA Financial Policies. These are yours to review and keep for your records.

Complete the Re-enrollment Agreement and indicate if you will be paying tuition in full or would like the FACTS payment plan. There is a \$50 per student re-enrollment fee which can be paid by check or billed to your Family Renweb account. Return the paperwork to WCA and that's it ... You are re-enrolled.

Registration for Grades 1 - 12 is open to the public on March 1, 2011. Kindergarten is open to the public after the Kindergarten Open House on February 3. Re-enrolling prior to that date will ensure our current students a spot in the appropriate grade.

If you have any questions, please contact me [Tkropp@west-mont.org].

In His Service,

Teri Kropp
Admissions



West-Mont Christian Academy

Family Name _____

2011- 2012 Academic Year Re-enrollment Agreement

- I agree that in making application for my child it is my desire to have him/her complete the school year.
- I agree that I am making a commitment to re-enroll the following students:

1. Student Name: _____ Anticipated Grade _____
2. Student Name: _____ Anticipated Grade _____
3. Student Name: _____ Anticipated Grade _____
4. Student Name: _____ Anticipated Grade _____

*If you are enrolling a new student from your family for 2011-2012, please write their name and grade above and include a New Student Information Form for each new student.

- I agree to have the re-enrollment fee of \$50.00 per student billed to my Renweb Family Billing Account. Any check accompanying this agreement will be applied to the re-enrollment fee billing.
- I understand that the school reserves the right to dismiss any student who fails to comply with the established regulations and discipline or whose financial obligation remains unpaid.
- The parties to this agreement believe that the Bible commands them to make every effort to live at peace and to resolve disputes with each other in private or within the Christian church (see Matthew 18:15-20; I Corinthians 6:1-8). Therefore, the parties agree that any claim or dispute arising from or related to this agreement shall be settled by biblically-based mediation and, if necessary, legally binding arbitration in accordance with the Rules of Procedure for Christian Conciliation of the Institute for Christian Conciliation, a division of Peacemaker® Ministries (complete text of Rules is available at www.HisPeace.org). Judgment upon an arbitration decision may be entered in any court otherwise having jurisdiction. The parties understand that these methods shall be the sole remedy for any controversy or claim arising out of this agreement and expressly waive their right to file a lawsuit in any civil court against one another for such disputes, except to enforce an arbitration decision.
- I am satisfied that the expectations West-Mont Christian Academy has for its students are reasonable, and I agree to support the school by requiring my child to obey all school policies and regulations.
- I agree that I will abide by the financial policies of the school in regard to payment of tuition and fees. I pledge to pay my financial obligations on the date due and understand that late fees will be assessed when payment has not been received by the agreed upon date. I understand that the school reserves the right to withhold report cards and student records until tuition and other fees have been paid in full.
- I will be paying tuition (please indicate one choice only):

Payment in full by (please check one date only, no discount given after May 1):

- _____ Feb. 1, 2011 (5% discount) _____ March 1, 2011 (4% discount) _____ April 1, 2011 (3% discount)
 _____ May 1, 2011 (2% discount) _____ no later than August 1, 2011

OR

_____ **FACTS Payment Plan** (FACTS form will be mailed at a later date).

*Book Fee and Technology Fee will be included in the FACTS installment plan unless otherwise noted.

Signature of Father (Guardian)

Date

Signature of Mother (Guardian)

Date

West-Mont Christian Academy Tuition & Fee Schedule 2011-2012

<u>Grades 1-12</u>	<u>Yearly</u>	<u>12 Monthly Payments</u>
1st Child	\$6,600	550.00 (does not include fees)
2nd Child	\$5,750	480.00 (does not include fees)
3rd Child	\$4,800	400.00 (does not include fees)
Each additional child in the same family	\$3,850	321.00 (does not include fees)

Kindergarten

Half-Day Rate	\$4,000	334.00 (does not include fees)
Full-Day Rate	\$5,250	438.00 (does not include fees)

Special Needs Fees

NILD Therapy + Tuition	\$12,600	1,050.00 (does not include fees)
R.R.+Tuition (1 class/day)	\$11,350	946.00 (does not include fees)
R.R.+Tuition (2+ classes/day)	\$13,150	1,096.00 (does not include fees)

Individualized Instruction

Individual Tutor Session	\$20 per session
Group Tutor Session	\$16 per session
Exception Ed Group Session	\$16 per session
Individual Instrumental Lessons	\$16 per session
Group Instrumental Lessons*	\$11 per session

Billed through WCA

Extended Care

Hourly Fee - Contracted	\$5.00 (Billed in 1/2 hr. time increments)
Hourly Fee - Non-Contracted	\$12.00 (Billed in 1/2 hr. time increments)

Billed through WCA

Non-Refundable Fees

Reenrollment Fee (per student)	\$50 (Paid upon reenrollment)
New Registration Fee (per student)	\$100 (Paid upon registration)
Book Fee (per student)	\$130 (Paid with tuition)
Technology Fee (per family)	\$130 (Paid with tuition)
Home School Registration (per student)	\$100 (Paid upon registration)
Home School Reenrollment (per student)	\$50 (Paid upon reenrollment)
Full-Battery Testing	\$300

Billed through WCA

*No charge for Group Instrumental Lessons that are part of our required Fourth and Fifth Grade Curriculum.

• Tuition Discount for Full-Year Payment

If the full family tuition is paid by the following dates, you will receive a percentage off of the tuition:

- ⇒ February 1, 2011 - 5% discount.
- ⇒ March 1, 2011 - 4% discount
- ⇒ April 1, 2011 - 3% discount,
- ⇒ May 1, 2011 - 2% discount, no discounts given after May 1).

Please Note: Fees are not eligible for the Tuition Discount.

• Scholarship information

Needs based scholarships are available through the Private School Aid Service (PSAS). The applications are available online. All scholarship applicants must register or re-enroll before sending the applications to PSAS. The scholarship application deadline is April 15, 2011. Applications received after this date may be denied. An application must be made each year for scholarship.

• FACTS installment plan information

Tuition payment plans are available through FACTS Tuition Management Program. For more information, please contact Derek Major (610 326-7690 or email: [DMajor@West-Mont.org]).

West-Mont Christian Academy Financial Policies: 2011-2012

1. The choice of Tuition Payment Plan must be determined at the time of registration. A \$25.00 administrative fee will be charged for changing the type of payment plan a family selects at the time of registration.
2. All payments that are charged to a family account (books, gym uniforms, etc.) are due the first of each month. Tuition payments are due on the date established by the financial contract through FACTS. If any payment is not paid on time, your account will be charged a late fee of \$25.00 or 1.5% of the balance (whichever is greater). If any account is overdue more than 60 days, students will likely not be permitted to attend school until the overdue portion is paid.
3. Tuition Refunds will be given no earlier than one week after a student withdraws from West-Mont Christian Academy. The refund is based on the withdrawal date (date parents sign the appropriate form). Refunds are given as a credit to the account toward any unpaid balance. Tuition refunds (not books, registration, or other fees) will be given, based on the full-year payment of tuition, if the student is withdrawn by:
 - 90% refund/credit is given - Time of registration (or re-registration) through Aug. 14, 2011
 - 80% refund/credit is given - Aug. 15 through Sep. 14, 2011
 - 70% refund/credit is given - Sep. 15 through Oct. 14, 2011
 - 60% refund/credit is given - Oct. 15 through Nov. 14, 2011
 - 50% refund/credit is given - Nov. 15 through Dec. 14, 2011
 - 40% refund/credit is given - Dec. 15 through Jan. 14, 2012
 - 30% refund/credit is given - Jan. 15 through Feb. 14, 2012
 - 20% refund/credit is given - Feb. 15 through Mar. 14, 2012
 - 10% refund/credit is given - Mar. 15 through Apr. 14, 2012
 - No refund/credit is given past April 15, 2012.
4. If tuition fees or charges are due at the close of the school year, report cards will not be issued, nor records released, nor will re-enrollment be possible until the payments are made in full. Quarterly Progress reports will also be delayed if account balances are not up-to-date.
5. If a student is enrolled during the course of the year, tuition is calculated on the number of school days remaining for the school year.
6. If a student is expelled during the course of the year, the refund of the tuition will be based on the date of expulsion
7. Parents are responsible to have adequate hospitalization and insurance coverage for students during school and school-sponsored activities, including interscholastic sports.
8. Tuition and fees do not cover the total cost of education for the students at West-Mont Christian Academy. Each year a large portion of the cost must come through gifts from parents and friends of our school. Therefore, each family is asked to pray about a possible tax-deductible pledge of what they can give during the year to make Christian education possible for their children. (This is requested at the annual "Faith Banquet".)
9. Existence of all programs is dependent upon the enrollment or funding to adequately sustain them.
10. The school will assess a charge of \$25.00 for any check returned for insufficient funds and require immediate payment in cash to replace the check.