

Ellwood Christian Academy (Grades Pre-K - 12) Student Enrollment Form 2016-2017

Board Approved: March 7, 2016

Tuition Schedule 2016-2017

The following tuition structure will be in place for the school year 2016-2017. Please be aware that timely payment of tuition is absolutely necessary in order for the child to remain an enrolled student at Ellwood Christian Academy.

Registration Fee

For Full-day Pre – K and Kindergarten - Grade 12\$100.00
For Half-day Pre-K and Kindergarten.....\$50.00

Note: THE REGISTRATION FEES ARE NOT REFUNDABLE. This guarantees that we will hold a slot for your child at Ellwood Christian Academy. Please read the Financial Commitment Statement carefully.

Time Line

New applicants may submit application forms which will be coded with date of application. Preference will be given to those who submit application forms with earliest date.

Enrollment opens to all. Newly-approved applicants will be placed in classes where there is space according to order of application.

TUITION SCHEDULE:

Parents have two options in paying for their child's education while attending Ellwood. You may choose either a monthly payment plan or a semester payment plan. If the semester payment plan is chosen, a 2% tuition discount will apply. Both plans are outlined below:

MONTHLY PAYMENT SCHEDULE (12 months)

Grades K3-5th	\$ 396.00 per month
Grades 6-8	\$ 509.00 per month
Grades 9-12	\$ 645.00 per month

Note: Monthly tuition is based on a 12-month plan of monthly payments beginning on June 1.

SEMESTER PAYMENT SCHEDULE (2% discount)

Fall Semester payments (June - Oct): due by June 10th in full
Spring Semester payments (Nov. – April): due by November 11th in full

School Fees:

Science Lab Fee:	\$75.00/year for students in grades 7-12		
Graduation Fee:	\$200.00/senior year only		
Choir Fee:	\$40.00/middle and high school choir students only		
Band Fee:	\$50.00/semester		
Art Fee:	\$35.00/year		
Uniform Fee:	\$300 K3-K5	\$375 1st-5th	\$450 7th-12th
Book Fee:	\$175 K3-K5	\$250 1st-6th	\$350 7th-12th
PTA Fee:	\$50/year		
Technology Fee:	\$35/year		
Locker Rental:	\$35/year		
Building Fund:	\$100/year		
Athletic Fee:	\$100/sport		
Junior Class Fee:	\$100/student		

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Multi-child Family Discount:

There are currently no multi-child Family discounts available.

Textbooks:

Textbooks are the property of ECA and parents are responsible for purchasing most textbooks.

Important Reminder: Upon submission and acceptance, you are committed to the full year tuition whether your child actually attends or not. (See the Statement of Financial Commitment).

Rationale for Financial Commitment

Ellwood Christian Academy asks for a financial commitment for those who enroll or re-enroll. Enrollment or re-enrollment is a commitment from the parents to pay for one year tuition even if the child withdraws prior to the first day of School.

1. The School/church takes commitments very seriously. Commitments are like covenants which bind two parties together. As Christians we should honor our word just as Christ honors His word to us.
2. The School commits to the parents to provide a full year of education which requires a full year of tuition payments. The School is committed to be here for the child and plans each year's expenditures based on the enrollment numbers.
3. The School depends on tuition payments to pay expenses. Expenses for the School include salaries for teachers, administrators, secretaries, librarian, guidance counselor, library aide, computer aide, custodians, maintenance director, and coaches. Expenses also include various contracts for copiers, computer maintenance and software updates, as well as supplies, testing, textbooks and many more items in the School budget. The School budget is based on the commitments of the parents to send their child (ren) to the School. Once contractual relationships are made, the School cannot undo these contracts.
4. The school upholds its commitment each year to our students.
5. Parents should take very seriously the signature to enroll the child. If there is any question about whether the child will attend ECA, then the parents should wait to enroll until they are very sure that the child will attend.
6. The enrollment commitment does guarantee that a slot will be held for the child and the School makes that commitment to the parents. If the child does not come the next School year, it is not a simple matter of saying that the School has plenty of time to "fill that slot". Even if another child comes in that grade, the School still loses the anticipated full year tuition income from your child who does not come. The School would never call a parent and say that the enrolled child cannot come because the School has decided to decrease the number in a particular grade or some other reason and that the parent has plenty of time to find another School; that just does not happen. **A promise is a promise.**

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Basic Information

1. Student's Name: _____
Last First Middle

2. Grade Level for 2016-2017: _____

3. Name the child goes by regularly: _____ 4. Child's Home Phone: _____

Address: _____
Street address City State Zip

Custody Information

1. Both parents: Yes No (circle one)

2. Divorced with joint custody: Yes No (circle one)

3. One parent: _____
Print name of parent with full custody

Note: If the biological parents are divorced then the school must have a copy of the divorce decree signed by a judge of the decree pages which indicate custody placement. Please submit this with your registration.

Person responsible for payment of tuition

Name: _____

Mailing Address: _____
(If different from address listed above)

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Family Information Update

Relationship to student: **Father**

Living: yes no

Note relationship if not father: _____

Living in home with child? Yes No Marital Status: _____

Name: _____
 Title Last Name First Name Middle Name

Address: _____
 Street address City State Zip

Mailing address: _____
 Street address City State Zip
(if different from street address)

Email Address: _____@_____

Relationship to student: **Mother**

Living: yes no

Note relationship if not mother: _____

Living in home with child? Yes No Marital Status: _____

Name: _____
 Title Last Name First Name Middle Name

Address: _____
 Street address City State Zip

Mailing address _____
 Street address City State Zip
(if different from street address)

Email Address: _____@_____

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Commitment Statements

PLEASE READ THE FIVE STATEMENTS LISTED BELOW AND SIGN WHERE INDICATED.
PLEASE MAKE SURE YOU READ THIS YEAR'S FORM, AS SOME DETAILS HAVE CHANGED.

Application commitment

To the best of my knowledge, all information provided by me on this application form for enrollment are true and correct.

Statement of Cooperation

I hereby make application for my child to attend Ellwood Christian Academy (Grades PREK - 12) [hereafter referred to as the "School"]. In making this application, I understand and agree to comply with and abide by the provisions of the School Student Handbook and the rules and standards set out therein including, but not limited to, the following:

1. Ellwood Christian Academy has the right to dismiss any student who does not respect the School's academic and behavioral standards or does not cooperate in the educational process.
2. The School has full discretion [including paddling] in the discipline of students while at school. Parents will be notified of discipline which involves paddling.
3. I agree to cooperate with the school policies and procedures and to pray for the school personnel. I agree to publicly support the school and bring whatever concerns I have to the proper individual as per school policy and procedures.
4. I agree to cooperate with the school's policy and dress code and understand I will be held accountable for my child's adherence to that policy.
5. I agree that I and my student will represent the school well. This includes behavior off-campus, in the virtual world and during school-sponsored activities such as field trips and sporting events.

Statements of Financial Commitment

1. I understand that the enrollment fee is given as consideration to insure that my child has a slot at Ellwood Christian Academy for the school year 2016-2017. I understand that this fee will not be refunded under any circumstance if my child is offered a slot by the Principal. Only if the child is not offered such slot or the class is full will the fee be refunded.

Fall Semester Withdrawals:

We understand that should we seek to withdraw our child (ren) from ECA after signing this enrollment form and being accepted into the school, we are responsible for paying the full year tuition. The school has agreed to hold the slot for our child and the parent has agreed to pay the tuition. This is a mutual agreement binding on both parties.

There will be no financial charge for premature withdrawal if you move more than thirty-five miles from school during the term of this agreement. All financial charges for withdrawal will be reduced by the amount of tuition previously paid toward that semester's costs. Enrollment fees do not count against withdrawal charges.

We understand that if we should seek to withdraw our child (ren) without clearing our financial indebtedness, then:

- We have violated a moral commitment before the Lord (Matt. 5:37).
- We have forfeited our right to ask ECA to transfer the records on our child(ren) to another school until we have cleared our indebtedness.
- We have subjected ourselves to the legally-binding arbitration process as prescribed in the "conciliation clause" which is included in this enrollment packet.

2. I understand that the School has made commitments to teachers for resources, etc. based upon my commitment to pay the tuition requirements. I understand that if I withdraw my child from the School, I will still be liable for the entire tuition with payments beginning June 1, 2016, even though my child will not attend. In this way, the school can meet the commitments they have made.

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(Note: The annual tuition may be waived in the event that the student moves more than 35 miles from the School or extraordinary circumstances arise as determined by the Principal.) If the need to request a waiver of the annual tuition occurs, I agree to meet with the Principal to discuss the matter.
I agree to submit to the decision of the Principal.

- Payments are due on the first day of each month.
- Initial late fee of \$50 due after the 10th of each month; additional late fee of \$50 due after the 20th of each month.
- Student may not attend class after last day of calendar month if all tuition is not paid.

Conciliation Clause Commitment
Required for admittance to Ellwood
Christian Academy

The parties to this agreement are Christians and 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; 1 Corinthians 6:1-8). Therefore, the parties agree that any claim or dispute arising from or related to this agreement/enrollment in school shall be settled by Biblically-based mediation. 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 a decision.

We agree with this approach to resolve any disputes which may arise with our association with the Ellwood Christian Academy.

As parents of _____, who is applying for Grade _____ in **2016-2017**,
we have read the Headmaster's opening letter and completed the enrollment form. In doing so, we agree and bind ourselves to the school's procedures for enrollment and the commitments necessary for enrollment/re-enrollment as found on the pages of the Ellwood Christian Academy Student Enrollment form 2016-2017.

Father's Signature

Mother's Signature

Date Signed

Date Signed