



CLASSICAL CHRISTIAN ACADEMY

## Continuous Enrollment Agreement

Family Name: \_\_\_\_\_

**At Classical Christian Academy, it is our mission to partner with families to classically educate and train students to love God and serve Him in all they do. Our vision is to nurture students who are committed disciples of Jesus Christ and are confident in God's plan for their lives. Anchored with a Biblical Worldview and a love of learning, CCA students learn to pursue truth, goodness, and beauty. Classical Christian Academy graduates are equipped to lead and are prepared to move into college or careers, confident in God's plan for their lives.**

**We thank you for choosing CCA for your children's education!**

### Acknowledgments of Terms and Conditions

Parent/Guardian acknowledges that the policies, procedures, and practices of Classical Christian Academy, including but not limited to, those outlined in the Handbook, Statement of Faith, and Financial Policy, are incorporated in this agreement by reference. Accordingly, the parent/guardian agrees to abide by such policies, procedures, and practices and acknowledges that the same will be subject to periodic modification by CCA. In such cases, notification will be given to CCA families, and changes can be viewed on the CCA website.

Parent/Guardian recognizes that we are a community of Christ-followers, each with a personal testimony of a saving relationship with Jesus Christ. We represent many different churches and denominations, but we agree on the essentials of the historic Christian faith, and we hold in common a personal declaration of the lordship of Jesus Christ. We believe and fully support the Statement of Faith at CCA. We believe in the importance of personal spiritual growth as it affects all aspects of our life. We believe in the importance of the local church, which is made up of believers who gather for worship, fellowship, and teaching. Therefore, we are committed to regular church attendance and involvement and in pursuit of personal, spiritual maturity, and each family agrees to participate in an updated Church Reference every 3 years.

Parent/Guardian acknowledges that they are responsible to immediately notify CCA of any changes in family structure, contact information, or medical changes.

Parent/Guardian understands enrollment at CCA is a privilege, not a right, and termination of enrollment is at the discretion of the CCA administration. Parent/Guardian understands that CCA reserves the right to dismiss at any time any student who does not comply with Classical Christian Academy's policies outlined in the Handbook. The students must remain in good academic and behavioral standing to return each academic year.

During the term of this agreement, the parent/guardian does hereby agree to fully and timely pay CCA (in accordance with the payment plan elected) all tuition, charges, and fees. The CCA Board of Directors sets the tuition and fees for the next school year in February of the current school year.

Parent/Guardian agrees that the absence, academic failure, or withdrawal of the student during the academic year shall not excuse, alter, abate, or nullify the parent's/guardian's obligation for tuition and other charges/fees throughout the academic year.

Parent/Guardian understands that this agreement is binding and that this agreement shall be in effect and shall automatically renew for each successive academic year until graduation from CCA or until written notice of termination is received from parent/guardian. Notice received by or before **February 15th** of each year will be without penalty.

The obligation to pay tuition to CCA for each academic year shall become binding on **February 16<sup>th</sup>**. CCA has made economic decisions based on the enrollment of your student(s) and Parent/Guardian are obligated to the terms in the Tuition and Fee Schedule. On **February 16<sup>th</sup>** the Financial Agreement will be sent for the family to complete. Should the deposit and fee not be paid by or before **March 15<sup>th</sup>**, CCA will withdraw student (s). A withdrawal form needs to be completed, and a **\$200** withdrawal fee will be charged. Parent/Guardian will be obligated to pay the withdrawal fee, late fee, and any additional fees incurred. The account will be noted and collection of fees will be required before future re-enrollment. Please note the release of records will be delayed until payment is received.

Any payment that does not clear will be charged a bank NSF (Non-Sufficient Funds) fee. Payment must be made within 5 days of being notified of the return to avoid further fees. Payments can be made by check, cash or by using the Paylink on your invoice to pay directly from your bank account.

**Payment:** Parent/Guardian understands that tuition and other charges/fees for the following school year are billed starting **June 24<sup>th</sup>** and are due in full by **July 5<sup>th</sup>** unless a payment plan has been selected. Payment Plans can be changed without penalty by or before May 31st. After May 31st, a **\$100** Payment Plan Change Fee will be added to your tuition invoice.

Below are the payment terms of the plan options:

**Annual Plan**-full tuition due by **July 5<sup>th</sup>**. Annual payers will receive a **\$100** discount per student if they pay before **Jul 5<sup>th</sup>**. The invoices will be emailed on **June 24<sup>th</sup>** and are Due **July 5<sup>th</sup>**. Any other items needing to be invoiced after the tuition is paid will be due on the 5th of the month. Annual Tuition may be paid with check, cash or by using the Paylink on your invoice to pay directly from your bank account. It is encouraged to pay directly to the Business Office by check or cash for the school to avoid costly bank fees.

**Quarterly Plan**-Invoices will be emailed **June 24<sup>th</sup>**, **September 24<sup>th</sup>**, **December 25<sup>th</sup>** and **February 22<sup>nd</sup>**: payment is due by the 5th of July, October, January, and March respectively. Any other items needing to be invoiced after the tuition is paid will be due on the 5th of the month. The ACH (Authorization Agreement for Automatic Bank Withdrawal) Form or the Credit Card Authorization Form IS REQUIRED TO BE COMPLETED EACH YEAR. ACH-Automatic bank. Families choosing the quarterly payment option will be required to pay through CCA AutoPay.

**Ten-Month Plan**- Ten equal payments are due July through April on the 5th or 20th. The ACH (Authorization Agreement for Automatic Bank Withdrawal) Form or the Credit Card Authorization Form IS REQUIRED TO BE COMPLETED EACH YEAR. Families choosing the monthly payment option will be required to pay through CCA AutoPay.

**Scholarships:** Opportunity Family Scholarship applications are available to students who are enrolled in the full-day Hybrid program and are available for financial need assistance. CCA Scholarships will not be given to PEP families; if a family does not get PEP funded, they would need to show proof, and an Opportunity Family Scholarship can be applied for.

**Withdrawals:** Parent/Guardian understands that the overhead expenses of the school do not diminish with the withdrawal of student(s). Upon acceptance of this contract, the obligation to pay the tuition in full for the academic year for which the student(s) have been/are enrolled, regardless of withdrawal reasons by CCA administration or parent/guardian. Requests for exceptions are subject to the discretion of the CCA Board of Directors. The two exceptions for withdrawals: 1) If applying for an Opportunity Family Scholarship and sufficient scholarship amount is not awarded. Written notice of termination from parent/guardian must be received in the Business Office within 15 days of notification of the awarded

amount. 2) If the family moves from the immediate area. *The only exception would be families who move out of Lee County. In this instance, CCA will pro-rate their tuition.*

***I understand that this Continuous Enrollment Agreement, entered into by the undersigned party below, constitutes a legally binding agreement between Classical Christian Academy, Inc. a Florida Not-for-Profit Corporation ("CCA"), and the Parent(s) or Guardian(s) below for the enrollment of the student(s) whose name appears herein ("Student") as a student herein. If married, both parents are required to sign or if not married and both parents are financially responsible both are required to sign this agreement.***

***In the event of a default on financial obligations set forth in this agreement, parents agree that CCA has the right of enforcement and collection to resolve the default. The default may be resolved through the process of collections or through Mediation and is at the sole discretion of the CCA Board of Directors. Any costs associated with an outside collection vendor (25% of the amount due CCA) or attorney to assist in the collection of the debt through mediation legal fees and/or court costs would be the responsibility of the Parents/Guardians. CCA reserves the right to withhold a student's records for the last school year attended and/or enrolled until the default is resolved.***

Student Name: \_\_\_\_\_ Student Name: \_\_\_\_\_

Student Name: \_\_\_\_\_ Student Name: \_\_\_\_\_

**Parent/Guardian Signatures (Both signatures are required unless Administration has approved an exception)**

Mother: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Father: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Guardian: \_\_\_\_\_ Birthdate: \_\_\_\_\_