

Mt. Helix Academy

Educational Excellence Through Measurably Superior Methods

ENROLLMENT AGREEMENT

Child's Name: _____ Grade: _____
Last First Middle Init.

School Year: _____ Child's first day of school this year: _____

Upon execution of this Agreement by the Contracting parent, guardian or other responsible adult party (the "Parent") and an authorized representative of Mt. Helix Academy (the "School"), the School agrees to provide the child identified above (the "Student") with a quality education appropriate to the student's abilities and needs according to the established effective instructional practices of the School for the school year identified above ("School Year").

TUITION, PAYMENT PLAN DESCRIPTIONS AND ELECTION

Parent acknowledges that tuition and fees for the education provided by the School are due and payable by September 1 of the School Year and agrees to make payment according to the schedule initialed below:

*Initial
One*

FULL PAYMENT. Payment of Tuition Deposit by May 1 prior to the start of the School Year and payment of remainder of Annual Tuition and Student Fees by September 1 of the School Year. Payment of the full amount of Annual Tuition and Student fees by June 1 prior to the School Year obtains two percent (2.0%) credit.

SEMI-ANNUAL PAYMENT. Payment of Tuition Deposit by May 1 prior to the start of the School Year and payment of all Student Fees and 50 percent of Annual Tuition by September 1 of the School Year, and payment of the additional 50 percent of Annual Tuition by February 1 of the School Year. The account will automatically revert to the 8-Monthly Payment Account and be subject to the monthly service charge if the second payment is not made in full by February 1 of the School Year.

8-MONTHLY PAYMENT. Payment of Tuition Deposit by May 1 prior to the School Year and payment of all Student Fees, 12.5 percent of the Annual Tuition, and a \$25.00 service charge by September 1 of the School Year. Remainder of Annual Tuition is to be paid in seven equal monthly installments, October through April of the School Year. Each payment will be due by the tenth of each month and will include a \$25.00 service charge.

ADDITIONAL PAYMENT AGREEMENTS

The Parents and the School agree that:

*Initial
All*

1. Payments received after the twentieth of the month in which they are due are subject to a \$25 Late Payment fee. Accounts in arrears over thirty days will be charged interest at 1.0% per month and may result in the Student being suspended from the School until full payment of amount owed is made.
2. A fee of \$25 will be assessed for returned checks.
3. Parents agree to pay when billed all other fees and charges incurred in association with Student's enrollment in the School, including charges for transportation, day care, trips and so on.
4. Either party may terminate the Student's enrollment at any time. The School shall retain the Tuition and Fees actually earned on a "per-diem" basis up to the date of disenrollment. However, if disenrollment occurs on or before the last day of the first quarter, Parents shall receive a full refund of Tuition and Fees already paid except that the School shall retain the nonrefundable Tuition Deposit.

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PARENT ACKNOWLEDGEMENTS CONCERNING THE STUDENT’S PROGRAM:

The Parents acknowledge and agree to all of the following as conditions of the Student’s enrollment in the School:

Initial
All

- 1. Our child can be admitted to School only after we have shown proof that required immunizations and health check-ups have taken place.
- 2. We have received a copy of and agree to follow the School’s Handbook.
- 3. We understand and agree to the School’s plan, as described in the School’s Handbook, in case the Student is sick or injured while at school.
- 4. We understand and agree that the school will administer acetaminaphen (e.g., Tylenol) as needed only if we give our permission on the Enrollment Information Form.
- 5. We understand that the School will not administer any prescription medication to the Student unless (a) we give the School written approval to do so and (b) the Student’s physician gives written approval and instructions for administration and (c) the medication is brought to school in the original pharmacy container.
- 6. We understand and agree that the School will release the Student only to persons 18 years or older who we have previously approved in writing and who show picture ID to the School’s administration.
- 7. We understand and agree that the School will praise the Student and provide other positive consequences for desirable behavior and may implement mild penalties for undesirable behavior as described in the School’s Handbook.
- 8. We understand and agree that the Student can be photographed and/or videotaped by the School for archival purposes, for professional training purposes, and/or for promotional purposes and, further, that there will be no compensation paid by the School.
- 9. We understand and agree that the Student may be taken on certain field trips during the school day and that, if transportation is required, it will be provided by the School’s vehicles driven by staff members who are approved TIEE drivers, or it will be provided by Public Transportation, and/or the School will contract for transportation with a common carrier who is properly licensed and is insured for liability at appropriate levels. In the event of accident, illness, injury, and/or death to the Student when being transported by Public Transportation or contracted common carrier, we agree to save and hold harmless and waive all claims against Mt. Helix Academy, TIEE, its officers, and its employees.

CONSENT TO THE TERMS AND CONDITIONS OF THIS ENROLLMENT AGREEMENT:

Accepted for Mt. Helix Academy:	Date
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Parent/Guardian:	SS#:	Date
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Parent/Guardian:	SS#:	Date
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