



## St. Mary's Christian School

*A mission of St. Mary's Episcopal Church*

### **Enrollment Contract** **2010 - 2011 School Year**

I (we) hereby apply for enrollment of my (our) child \_\_\_\_\_  
As a student at St. Mary's Christian School for the coming school year, as follows: (circle any level that may apply)

School\*\*

Early Childhood Education Little Angels Program (Monday through Friday AM, PM, or full day, 2 year olds)

Early Childhood Education Preschool Program (1/2 day, AM or PM, or full day, 3 year olds)

Early Childhood Education Prekindergarten Program (1/2 day AM, PM, or full day, Prekindergarten)

Multiage Kindergarten

Multiage One

Multiage Two

Multiage Three/Four/Five

*\*\*Student placement is determined by the following criteria; student's age at entry to School, assessment of student's academic level and previous school records. The School Principal approves all student placements. Preschool and Prekindergarten class offerings are dependent upon enrollment and demand. A Parent's class selection above may not be the final student placement.*

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In support of our application, we enclose the following completed documentation;

1. Statement of Faith and declaration of willingness to participate in my child's education and spiritual development
2. "Getting to know you and your child"
3. Birth Certificate (student must be the required program age on or before August 31)
4. Copies of report cards or equivalent reports from previous schools (including Preschool and daycare)
5. (a) Certificate of Immunization status  
(b) Certificate of Health and Medical History  
(c) Emergency Medical Information form
6. (If applicable) Copies of any applicable custody agreement, parenting plan or similar applicable legal documents
7. Enrollment Information
8. Enrollment Authorizations
9. Parent Partner Responsibility form signed
10. Special Needs Student Policy form signed
11. Fund Raising Requirements Acknowledgement form signed
12. Verification of Active Duty Military Status, if applicable
13. Current Photograph of Student
14. Deposit in the amount of the first month's tuition and the registration fee

In further support of our application, we confirm and agree as follows:

▸ We agree to fulfill all of the terms of our enclosed Statement of Faith and to participate actively in our child's education and faith development while our child is a student at St. Mary's.

▸ We agree to pay all applicable tuition payments and fees as specified on the attached fee schedule in a timely basis. Tuition is payable either in a lump sum on or before the first day of school in September, or in halves (one-half on the first day of school in September, and one-half on the first day after Christmas break), or monthly through a FACTS Management Contract, in equal monthly installments. We agree that late charges will apply if any payment becomes past due (see the fee schedule).

We agree that late charges will apply if any payment becomes past due (see the fee schedule) and that services may be discontinued if any monthly tuition payment is not received per the agreed upon schedule.

- ▶ We agree to support the school by financially contributing to the PTA Fundraiser, Annual Fund Campaign, the St. Mary's Annual Auction and a limited number of fund raisers during the school year in order to provide additional resources for operations not covered by tuition.
- ▶ We agree that there shall be no reduction in tuition owing as a result of school days missed due to a student's illness, family vacation, family emergency, appointments for medical or related services, or as a result of disciplinary action.
- ▶ We agree that there shall be no reduction in tuition owing as a result of partial day attendance, or full days of nonattendance made at the request of parents, or school administration, or as a result of suspension, removal, or a reduced student schedule.
- ▶ We agree that the tuition due the School shall be payable in full regardless of an early withdrawal of student, and that in any case, all prepaid tuition as of March 1<sup>st</sup> of the school year is not refundable.
- ▶ We further confirm and represent that we have the financial ability and adequate sources of income to afford to pay all the applicable tuition payments on a timely basis. We are aware that unpaid tuition will attempt to be collected by whatever means may be necessary, and may be referred to a Collection Agency. We further agree that we will be obligated to pay all costs of such collection, including reasonable attorney's fees and court costs, and that jurisdiction and venue for any legal action to collect all unpaid tuition, attorney's fees and court costs shall be in the Pierce County Superior Court.
- ▶ We agree that if it becomes necessary for us to withdraw our child during the school year, we will give the school at least a 30-day advance written notice. Changes in classroom assignment by parent or administration request that result in adjusted tuition shall be chargeable at the rate of the initial class assignment for thirty days from the date of reassignment.
- ▶ We agree to abide by the school's health care policies, particularly regarding attendance during illness.
- ▶ We agree that the school reserves the right in its sole discretion to:
  - ▶ Suspend or dismiss any child for unmanageable behavior;
  - ▶ Discontinue service to any child who has educational or medical needs which, in the judgment of the Principal are beyond the capability of the school;
  - ▶ Discontinue service to any student if tuition or fees are not paid on a timely basis;
  - ▶ Discontinue service to any family if, in the judgment of the Principal, the family repeatedly fails or refuses to cooperate with the faculty or support the policies and goals of the school.
- ▶ We also understand that before the school reaches a decision whether or not to accept this application, the Principal and/or a member of the school staff will conduct personal interviews with us and with our child, and we agree to participate and permit our child to participate in these interviews.

\_\_\_\_\_  
Parent

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Parent

\_\_\_\_\_  
Social Security Number

Application accepted:

St. Mary's Christian School

Date: \_\_\_\_\_

By: \_\_\_\_\_