



**CONTINUOUS ENROLLMENT AGREEMENT**

Name of the person financially responsible for this account: \_\_\_\_\_

Street address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home phone: \_\_\_\_\_ Work phone: \_\_\_\_\_ Mobile phone: \_\_\_\_\_

Email address: \_\_\_\_\_

Name(s) of child(ren) being enrolled	M or F	Age	Grade (Next Sept.)

**An \$800.00 deposit, per student, is required for enrollment and is due at time of enrollment. Deposit will be applied to student’s first tuition payment(s). Deposits are not refundable.**

Tuition payment plan through FACTS management (select one):

\_\_\_\_\_ Annually by July 1<sup>st</sup> (no fee)

\_\_\_\_\_ Semi-annually with payments of July 1<sup>st</sup> and December 1<sup>st</sup> (see FACTS for fee amount)

\_\_\_\_\_ Monthly, beginning on July 1<sup>st</sup>, for twelve months (see FACTS for fee amount)

**Tuition is not refundable.**

**Barrington Christian Academy is pleased to offer its students the opportunity to be continually enrolled through graduation from BCA. Please review the terms and conditions of our Continual Enrollment Agreement below:**

**Term:** I understand that upon submitting this signed agreement, I am agreeing to enroll my student at Barrington Christian Academy and that enrollment shall renew automatically for each successive academic year until graduation from BCA *unless* or *until* this agreement is terminated by BCA for academic or behavioral reasons in accordance with BCA handbooks, or the “Official Notification of Withdrawal” form is filled out by the parent/guardian and is received in the BCA office on or before February 15<sup>th</sup> of the current school year.

**Eligibility:** I understand that student(s) may not attend classes and/or participate in any school-sponsored activities until the enrollment deposit(s) is (are) paid, and all required enrollment documentation is properly completed and returned to the BCA business office, including proper enrollment online for FACTS tuition plans, if applicable.

**Withdrawal:** I understand the following:

- a) For a withdrawal on or before February 15<sup>th</sup> of the current school year, parents/guardians will owe nothing toward the next school year's tuition.
- b) For a withdrawal after February 15<sup>th</sup> but prior to the first day of school, parents/guardians are responsible for one full quarter of the annual tuition per student, regardless of the reason for withdrawal. The registration deposit is not refundable.
- c) For a withdrawal after any semester starts, parents/guardians are responsible for tuition for the number of weeks their child has attended, plus one full quarter of the annual tuition per student, regardless of the reason for withdrawal. The registration deposit is not refundable.

**Delinquent Accounts:** I understand that report cards and transcripts will not be issued for any outstanding account. I also understand that a late fee may be assessed should a payment be past due. I understand that a service charge may be assessed per returned check or incomplete withdrawal due to insufficient funds. Should an account become 60 days past due, student(s) are subject to suspension from school and all school-sponsored activities until account is made current. The student's account will not incur additional charges while the student is suspended. Should such an extended delinquency extend past, or occur after, February 15, the student's place for the following year will be made available for open enrollment and may be occupied by a new incoming student.

**Notification:** I understand that each December, I will be notified of the upcoming year's tuition and fees and any changes to the BCA enrollment policies.

**School Policies:** In consideration of enrollment in Barrington Christian Academy, I agree to cooperate with school policies and procedures, including to follow the biblical principles of Matthew 18:15-17 in any area of disagreement with the Academy, the administration or the faculty. I will speak directly to any person with whom I have a problem to resolve.

Parent/Guardian's Name (please print) \_\_\_\_\_

Parent/Guardian's Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian's Name (please print) \_\_\_\_\_

Parent/Guardian's Signature \_\_\_\_\_ Date \_\_\_\_\_

Financially Responsible Party's Name (if different) \_\_\_\_\_

Financially Responsible Party's Signature (if different) \_\_\_\_\_ Date \_\_\_\_\_