

Grace Academy Cyber School

FINANCIAL AGREEMENT

Patricia D. Smith, Director

25 County Shop RD, Ludowici, GA 31316

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Student's Name: _____ Current Age: _____ Grade: _____

Mark program desired: Grace Academy Cyber School Learning Coach Program (K-8th)

Pre-K Before & After School Summer Camp

Grace Academy fees are indicated below.

Yearly Registration	Fees
Pre-K (Non GA Funded)	\$100.00
New Cyber Academy Students K-8 th	\$300.00
Returning Academy K-8 th	\$200.00
Before & After School/Summer Camp	\$50.00

*Families with two (2) children attending Grace Academy (PreK - 8th) will receive a 10% discount on registration fees. Families with three (3) children attending Grace Academy (PreK - 8th) will receive a 15% discount on registration fees. There are no additional discounts off tuition for multiple children.

Weekly Tuition	Fees
Pre-K (Non GA Funded)	\$115.00
Grace Academy Cyber School (K-8 th) 8AM – 3PM	\$120.00
Before & After School (Cyber Students)	\$30.00
Summer Camp	\$100.00

***All fees are non-refundable**

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Please select ONE OPTION (For office use only)

Registration Fee Payment Options

Registration is \$_____ and will be paid as indicated by the option selected below.

Option 1 – Payment in Full: Registration fee is due by August 5th

Option 2 – Pay in two parts: \$_____ due by August 5th and September 5th

Option 3 – Payment in three equal parts: \$_____ due by August 5th, September 5th and October 5th

Tuition Payments

Tuition payment in the amount of \$_____ will be paid weekly, bi-weekly or monthly

Registration Fees are due in full no later than October 31st or the last Friday in October should the 31st fall on the weekend.

Failure to pay in full by November 1st or the 1st Monday in November will result in your child not being allowed to attend Grace Academy and/or be picked up as part of the Afterschool program. (**Initial here:** _____)

Tuition Payments are due every Monday, in advance regardless of child's absence or school closure due to inclement weather. Payments made after Monday or the allotted time will accrue a \$10.00 late fee for each week that an account has a balance greater than \$0.00. **Once an account is past due, on the following Monday your child will be withdrawn. The ONLY time payment is NOT expected is if you withdraw your child from the program.** (**Initial here:** _____)

Monthly Payments: If paying monthly, payment is due on the 1st of every month. If your account becomes 6 days delinquent, your child will not be allowed to attend Grace Academy and/or picked-up for as part of the Afterschool Program (ASP) on the 7th day without receiving the full balance due. (**Initial here:** _____)

Forms of Payment: Grace Academy accepts cash, money orders, credit/debit cards, Cash APP (\$graceacademy) or checks for payments. You may also set up an automatic draft from a financial institution. There is a \$2.50 credit/debit card administration fee. If you prepay and withdraw your child without a two week notice, no refund will be provided. (**Initial here:** _____)

Returned Check/Credit/Debit Fees: Returned checks will be assessed a non-refundable \$35.00 processing fee. Only cash will be accepted after the first returned check. Return credit/debit payments will be assessed a non-refundable \$15.00 processing fee. (**Initial here :** _____)

Withdrawal: In the event that you choose to withdraw your child from Grace Academy, for any reason, you will be responsible for giving written notice two weeks in advance of withdrawal date or two weeks tuition if notice is not given. If you withdraw for medical reasons or other special circumstance (as determined by the Board of Directors of Grace Academy on a case-by-case basis and in its sole discretion), fees *may* be waived. Requests must be submitted in writing to the Director who will bring the request before the Board of Directors for a vote. You will be notified of the decision within 30 days. Parents will receive a two week notice if Grace Academy cannot provide service for their child. (**Initial here :** _____)

Late Arrival Fees: If you arrive after Grace Academy closes at 6:00 p.m., or the Grace Academy Cyber Academy or Pre-k program has ended for the day at 3:00 p.m., you are considered late. A fee of \$1.00 is assessed for every minute after the closing time. The late fee is due when you pick up your child. Payment by cash, Cash APP or check is accepted. Please be prepared to pay late charges. (**Initial here :** _____)

My signature below indicates that I understand the above payment options and guidelines and pledge to make on time payment.

Parent/Guardian Name: _____ (Print)

Parent/Guardian Signature: _____ Date: _____