



BISHOP SEABURY ACADEMY

ENROLLMENT AND TUITION CONTRACT FOR SCHOOL YEAR 2012/13: NEW STUDENTS

Date received: _____ By: _____
 Deposit Amount: _____
 Credit Card Check # _____
 Financial Aid Pending: Yes No

Please print

Student's Name _____ DOB _____ Student's Grade in 2012/13 _____

Parent(s)/Guardian(s) Name _____ Phone _____

Address _____ City, State, Zip _____

E-Mail _____ (used for all Academy correspondence)

In consideration of acceptance of the student for enrollment by Bishop Seabury Academy, Inc. (the "Academy"), the undersigned (jointly and severally if more than one), agree as follows:

1. Upon acceptance of the student for enrollment and approval of this Contract by the Head of School of the Academy, the undersigned assume full responsibility for the payment of all tuition and fees for the academic year as follows:

Enrollment Contract Deposit: \$900.00
The deposit is non-refundable and will be applied to tuition.

2012/13 Tuition:		\$10,875.00*	<i>*Lunch fees are not included.</i>
2012/13 Fees:	Book Fee:	\$450.00	Due July 20, 2012
	Equipment/Activity Fee:	\$350.00	Due July 20, 2012
	1 st Semester Supply Fee:	\$100.00	Due July 20, 2012
	2 nd Semester Supply Fee:	\$100.00	Due January 20, 2013

The Academy offers the following payment options for tuition:

- Option 1: **Single Payment Option:** One payment by cash, check or credit card* due on or before July 20, 2012. You may receive a 2% discount on the 12 month total of tuition, less \$900.00 deposit, less financial aid, and less sibling discount(s), if the tuition is paid in full by cash or check on or before June 20, 2012.
- Option 2: **Semester Payment Option:** Two payments by cash, check or credit card* due on or before July 20, 2012 for first semester and January 20, 2013, for second semester. You may receive a 1% discount on the 12 month total of tuition, less \$900.00 deposit, less financial aid, and less sibling discount(s), if the first tuition installment is paid by cash or check on or before June 20, 2012 and the second installment is paid by cash or check on or before December 20, 2012.
- Option 3: **Monthly Payment Option:** Tuition may be paid in 12 monthly installments by cash, check or credit card*. The first payment is due on July 20, 2012; subsequent payments are due on the 20th of each month with the final payment made by June 20, 2013.

I/We choose payment option #1 _____ #2 _____ #3 _____ *Credit card payments incur a 3% fee.

Sibling Discount(s): Families with multiple students enrolled at the Academy receive a 10% sibling discount on tuition, less \$900.00 deposit and financial aid for the second child and a 20% discount on tuition, less \$900.00 deposit and financial aid for the third child. Families that opt for the Early Decision Incentive credit are not eligible for the sibling discount on a second child for 2012/13 but will be eligible in succeeding years.

Tuition will be pro-rated for students who enroll after September 30, 2012. Fees are not pro-rated.

- 2. Financial Aid awards will be determined **mid-March**. Priority consideration will be given to aid applications received by **January 13, 2012**. Once an award has been offered, you will have two weeks to notify the Admissions Director that you accept the award. The award cannot be guaranteed after two weeks. Acceptance of the award includes a signed contract and a \$200 deposit. However, in order to take advantage of the Early Contract Incentive, a family must submit a signed contract and \$200 deposit which legally binds the family to pay tuition and fees unless the financial award does not meet FAST recommendations. You must indicate below whether you intend to apply for financial aid. If you do not indicate that you will apply for financial aid, then you may not apply for the coming year at a later date. The Director of Admissions and the Head of School have discretion to waive this requirement upon demonstrated financial hardship. Families should contact the Director of Admissions for financial aid procedures and an application.

I/We will apply for financial aid _____ I/We will not apply for financial aid _____

3. Additional fees may be assessed during the academic year for special projects if the student chooses to participate. Charges for medical and health-care services provided to the student are the responsibility of the undersigned. In addition, the undersigned agree that Bishop Seabury Academy shall not be responsible for any injury, or expenses incurred in connection therewith, arising from school athletics or other school activities. The obligation to pay tuition and fees for the entire academic year is unconditional, and no portion of tuition and fees paid or outstanding will be refunded or canceled in the event of withdrawal, dismissal or absence (for any reason) of the student from the Academy. In the event that family circumstances require relocation to a residence from which it would not be practical to commute to the Academy, the family may petition the Board of Trustees to withdraw from its contractual obligations.
4. The privileges of the Academy, including enrollment, grades and transcript information are not available unless all financial obligations have been satisfied. All collection costs and late fees together with a finance charge equal to the maximum legal rate of interest may be assessed if any scheduled payment is not received by the due date. All payments are due on the 20th of each month. A late fee of 5% will be charged for all payments received after the 1st day of the month following the due date. The enrollment shall be binding upon the parent(s)/guardian(s) for the full tuition fee at date of execution. In the event that any required payment is not made by the parent(s)/guardian(s) in a timely fashion, the Academy shall have the option to declare the entire balance due immediately. In the event the Academy declares the entire balance due, the Academy shall have the right to collect from the parent(s)/guardian(s) all of its costs and expenses incurred in enforcing this contract, including, but not limited to, reasonable attorneys' fees.
5. The undersigned and the student will, at all times, abide by the policies, rules, regulations and standards (as may be amended from time to time) of the Academy.
6. The Academy reserves the right, and may exercise such right at any time and from time to time, to dismiss any student whose behavior, attendance or performance is determined by the Head of School to be contrary to the policies, rules, regulations and standards (as may be amended from time to time) of the Academy. In addition, a student whose parents/guardians act in a way which violates school policies or which is deemed by the administration to be contrary to the policies, rules, regulations and standards of the Academy may be dismissed. Enrollment for any subsequent academic year is solely at the discretion of the Head of School.
7. This contract is contingent upon the student's academic, social, and behavioral progress and is not binding on the Academy in the event the Academy does not invite the student to return or dismisses the student during the school year.
8. The Academy does not discriminate with regard to race, color, religion, sexual orientation, ethnic origin, or gender.
9. The undersigned authorize the use of the student's name and picture in Academy publications including our website.
10. This contract shall be governed by the laws of the State of Kansas.

The undersigned have read and agree to comply with the information and terms stated in this contract. Upon signing, the parent/guardian becomes legally bound by the contents of this contract.

Signature of Parent/Guardian

Date

Signature of Parent/Guardian

Date

Acceptance by the Academy: _____

Signature of Head of School

Date