

Cedar Park Christian Schools - Independent Study Program

Financial Agreement 2018-2019

Name of financially responsible party: _____

Address: _____ City, state, zip: _____

Phones: Home: (_____) _____ Work: (_____) _____ Cell: (_____) _____ Email _____

Student(s) Name & Grade: _____

To be completed by office only				
Application Fee \$25 for new students	\$25	\$25	\$25	Total due at registration – Application fee, Registration fee and First Month’s Tuition _____ Payable to Cedar Park Christian Schools (CPCS) _____
Registration: \$75 for returning students by 3:00 pm last day of school	\$75	\$75	\$75	
Registration \$150 for new students prior to year student will attend.	\$150	\$150	\$150	
Category 1 2 3 (see below)	500.00 or 300.00	500.00 or 300.00	500.00 or 300.00	Monthly payment amount _____ to Cedar Park Christian Schools (CPCS)
Advisor Materials Fee: \$100.00 – pay directly to Advisor (per student, per year)	-	-	-	Fee will be collected at first Advisor Meeting

The annual cost of education and tuition is levied on a *per year* basis and is determined by the School Board of Cedar Park Christian Schools.

Student(s) taking class on campus _____

_____ I.S. Administration has approved the above noted student to take on-campus class(es). My initials indicate that I acknowledge and accept responsibility for the School to charge my financial account the materials fee and monthly tuition accordingly.

CATEGORY #1: <input type="checkbox"/> (following \$50.00 per hour planning meeting)		CATEGORY #2: <input type="checkbox"/> (following \$50.00 per hour planning meeting)		CATEGORY #3: <input type="checkbox"/> (following \$50.00 per hour planning meeting)	
Meets with academic advisor one hour per week.		May meet with academic advisor one hour every other week.		May meet with academic advisor once per month.	
Parent does not meet State requirement for homeschooling. (see requirements below)		Parent does not meet State requirement for homeschooling. (see requirements below)		Parent does meet State requirement for homeschooling. (see requirements below)	
Annual tuition to CPCS: \$500.00	Hourly tuition to Advisor \$50.00	Annual tuition to CPCS: \$500.00	Hourly tuition to Advisor: \$50.00	Annual tuition to CPCS \$300.00	Hourly tuition to Advisor \$50.00

Washington State requirements for Homeschooling:

Under Washington home school law, the instructional activity must be provided by a parent who is instructing his/her child(ren) only and qualified in one of these ways: **(documentation must be submitted to the program Administrator.)**

- Be supervised by a certificated teacher for one contact hour per week.
- Have earned 45 college level credit hours or one year of college.
- Have completed a course in home-based instruction at a post-secondary institution or vocational/technical school.

Withdrawal Policy: Please read carefully and initial the boxes at left to acknowledge that you have read and understand the Withdrawal Policies

_____ In order to meet the school’s financial obligations each year, student enrollment is on a yearly basis and tuition commitment is on a semester basis. I/We acknowledge that our commitment to Cedar Park Christian Schools is based on a full semester basis. This includes taking classes on campus.

_____ Families withdrawing before the end of the 1st semester must give notice of withdrawal in writing on or before August 1st to avoid paying for the entire first semester’s tuition.

_____ Families withdrawing before the end of the 2nd semester must give notice of withdrawal in writing on or before December 1st to avoid paying for the entire second semester’s tuition.

_____ In addition, if you withdraw to transfer to any other CPCS program the withdrawal fee is \$25.00; if you withdraw to transfer out of the CPCS District the withdrawal fee is \$50.00.

Tuition Payments and Policies:

Tuition payments are due on the fifteenth day of each month. Payments received after the twenty-fifth day of the month will accrue a late penalty in the amount of \$30.00.

School policy states that dismissal will result if payment arrangements acceptable to the School have not been made within thirty days of the account becoming delinquent. Furthermore, the delinquent account may be submitted for collection assistance and the student(s) may not be allowed to continue in the program unless and until the delinquent account has been satisfied. Any fees incurred for collection of delinquent accounts, including attorney fees, shall be borne by the financially responsible parent/guardian.

A \$20.00 fee will be assessed to all returned checks. There is no reduction in tuition for holidays, vacations, illnesses or absences. Returning families must be current in all financial accounts prior to re-enrollment.

Cedar Park Christian Schools (CPCS) is an integral part and a ministry of Cedar Park Assembly of God Church. The Church has the right to use church funds for school expenses or purposes. Additionally, CPCS herein reserves the right to use the school finances in any way or manner we deem necessary, including using school funds for church expenses or purposes. Further, any designations of funds are merely suggestions and are not binding upon CPCS.

All payments made on an account will be applied to the oldest outstanding invoice in the following order: 1. Application and Registration Fees 2. Tuition

Cedar Park Christian Schools reserve the right to grant an exception to this financial policy on a case-by-case basis and an exception granted to one individual applies only to that individual and does not apply to any other individual, parent or guardian whose child/ward attends CPCS.

Families of students who take on-campus courses and do not return textbooks by the end of the school year, or when a student withdraws from CPCS if sooner, will be assessed a penalty of \$100.00 per textbook. This penalty will be refunded, less a \$15.00 handling fee, if the book is returned before the beginning of the next school year.

All disputes and claims related to the student's participation and/or enrollment in the program including but not limited to, any statutory or common law claims for discrimination, breach of contract and all other claims shall be resolved by mediation and binding arbitration. Mediation and arbitration shall be before a mutually acceptable person who: is a practicing attorney with a minimum of ten year's experience or a retired judge and a member of an Assemblies of God church. In the event that the parties cannot agree on such a person, each shall appoint a qualified person and the two shall agree on a third qualified person to be the sole mediator or arbitrator. The arbitrator shall not be the same person as the mediator. The parties hereby incorporate, and the arbitration shall follow, the procedures of Chapter 7.04 RCW. The laws of the State of Washington shall govern

I/we understand that failure to meet the terms of this financial agreement may result in immediate dismissal and that report cards, transcripts and diplomas may be withheld if required payments are not made.

THE UNDERSIGNED hereby acknowledges that the above agreement has been carefully read, understood and agreed to by affixing signature(s) below.

Father's signature (or financially responsible party)

Date

Mother's signature (or financially responsible party)

Date

To be completed by office only: Documentation received

Date received:

Received by: