



# Grace Lutheran School Financial Agreement

Please complete and sign this enrollment agreement, and submit with your \$50 per child Registration Fee and \$200 per family non-refundable Technology and Instructional Materials Fee deposit. If enrolling after Fees & Forms Day in August, please submit your entire per child Technology & Instructional Materials Fee (\$350) to this form.

**FAMILY INFORMATION**

Parent/Guardian's Name: \_\_\_\_\_

Address: \_\_\_\_\_

**STUDENT INFORMATION**

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

**PAYMENT TERMS**

Tuition and fees are those printed in the 2011-2012 Financial Policy Brochure. Please indicate the Tuition Payment Plan you wish to use.

**Please make the following payments to the office:**  
• **Registration Fee (\$50)**  
• **Technology & Instructional Materials Fee (\$350)**

\_\_\_\_\_ **Plan A** I choose to pay 100% of tuition charges to the school office on or before August Fees & Forms Day, or upon new enrollment, in order to receive a 4% discount (1% discount if paid by credit card).

\_\_\_\_\_ **Plan B** I choose to pay 100% of tuition charges to the school office in two installments (August & January).

\_\_\_\_\_ **Plan C** I choose to use one of the monthly payment options offered through Thrivent's Simply Giving Program and will complete a Simply Giving Enrollment & Authorization form. I understand there is a monthly late charge of \$35 for past-due payments.

Extended School Care: Funds for before and after school and holiday care are deposited in advance. This creates an ESC account that is debited as care is utilized. Please refer to the Financial Policy Brochure for rates.

**SPECIAL CONDITIONS**

- If tuition, fees, and other charges are not paid in full when due, the student(s) may not be permitted to attend classes at the school unless special arrangements for payment have been agreed to in writing between you and the school.
- The school or family has the right to withdraw or end this agreement at any time. In such a case, financial adjustments will be made according to the Early Withdrawal Policy as stated below.
- The school admits students of any race, color, creed, and national or ethnic origin.
- The student(s) is subject to the regulations and administrative policies of the school.
- Enrolling the student(s) in any school year does not obligate the school to accept the student(s) in any succeeding year.
- Accounts will be considered delinquent when there has been no payment for 2 months on an outstanding balance.

**EARLY WITHDRAWAL POLICY** *To be effective, the cancellation of enrollment must be in writing to the school office.*

The individual signed below agrees to assume all personal and financial responsibilities stated or implied in this agreement. If withdrawal for any reason (including medical) is necessary, or if a student is dismissed from GLS for any reason, financial adjustment shall be made according to the following method:

- Before the first day of school, 100% will be refunded, less the non-refundable fees.
- Beginning the first day of school, tuition will be pro-rated by counting the number of days school is in session while the student(s) is enrolled, using the current annual tuition rate and the number of school days in the current school year.
- The Registration and Technology & Instructional Materials Fees are non-refundable, regardless of any early withdrawal.

**SIGNATURES**

**PLEASE READ THIS AGREEMENT'S EARLY WITHDRAWAL POLICY CAREFULLY BEFORE SIGNING.**

Signature: \_\_\_\_\_

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

(Parent /Guardian or individual financially responsible for student)