

Northside Academy for Early Learning
333 Jeremiah Boulevard
Charlotte, NC 28262
704-598-9665

2018-19 FINANCIAL CONTRACT
Full-Time Students

Financially Responsible Parent/Guardian Information (please print):

Parent 1 _____ Phone: (____) ____ - ____
(Title) (First) (Middle Initial) (Last)

Parent 1 Email Address: _____ Church: _____

Parent 2 _____ Phone: (____) ____ - ____
(Title) (First) (Middle Initial) (Last)

Parent 2 Email Address: _____ Church: _____

Address: _____
(St. Address or P.O. Box) (City) (State) (Zip Code)

(Parent 2 Address if different):

(St. Address or P.O. Box) (City) (State) (Zip Code)

Student Enrollment/Re-Enrollment Information: Infants–K4 (please print):

List Students Enrolling or Re-enrolling Names & Date of Birth Below:

Child 1 _____ Child 2 _____
Name Date of Birth Name Date of Birth

Child 3 _____ Child 4 _____
Name Date of Birth Name Date of Birth

I have read, understand, and agree to comply with Northside Academy for Early Learning's Rates, Fees & Financial Policy. I understand that my financial responsibility is a key factor in maintaining a quality Christian environment for my child/children. My cooperation enables the school to maintain a positive Christian testimony by having necessary funds to meet its financial obligations in a timely manner. I understand that Northside Academy for Early Learning hires staff and budgets for school related expenses based on projected enrollment, and that space is reserved for my child/children when the enrollment or re-enrollment process is completed.

Parent or Guardian Date

Parent or Guardian Date

Returning students – completed and signed Family Covenant, Financial Contract, Registration Fee payment to Northside Academy for Early Learning's Tuition Office is required during the re-enrollment period.

New students - completed and signed Family Covenant, New Student Application, Financial Contract, Registration Fee payment is required to begin enrollment process for 2018-19.

Northside Academy for Early Learning
333 Jeremiah Boulevard
Charlotte, NC 28262
704-598-9665
2018-19 RATES, FEES & FINANCIAL POLICY
Effective June 1, 2018 - May 31, 2019

<u>CLASS</u>	<u>ANNUAL</u>	<u>(Prepaid 1st & 15th)</u>	<u>(Prepaid 1st)</u>
	<u>REGISTRATION</u>	<u>SEMI-MONTHLY</u>	<u>MONTHLY</u>
		<u>TUITION</u>	<u>TUITION</u>
Infants – 1 Yr. Old Class	\$150	\$470	\$940
2 Yr. Old Class	\$150	\$460	\$920
3 – 4's Kindergarten	\$150	\$430	\$860

REGISTRATION FEE: Annual registration fee covers attendance from June 1, 2018 through May 31, 2019. Non-refundable registration fees are required prior to enrollment for new students and annually at re-enrollment for returning students.

TUITION PAYMENTS: New student's first semi-monthly payment is pro-rated if student does not begin on the 1st or 15th day of the month, and is due prior to first day attending. Semi-monthly tuition is due in advance on the 1st and 15th of each month. Parents may access their family's account balance via a link to RenWeb, Northside's school management software provider on the school's website www.ncaknights.com or by connecting directly to RenWeb at www.renweb.com. Online payments may be made online at <http://www.ncaknights.com/quick-links/>. Please choose AEL/NCA Fees Acctg. System... Checks and money orders should be mailed or placed in the drop box on the Tuition Office door. It is important to note your **Family Id** and **child's name** on payment. Never place cash in the drop box. Returned payments incur a \$29 NSF fee.

SIBLING DISCOUNT: A \$12.50 semi-monthly (\$25 a month) sibling discount (per family) is awarded to Academy for Early Learning children whose family has two or more AEL children attending (Infants through K4).

LATE PAYMENTS: Semi-monthly tuition not paid by the due date will incur a \$10 (per child) late fee. Delinquent tuition may result in immediate financial dismissal.

LATE PICK-UPS: We close promptly at 6:00 P.M. The late pick-up fee is \$20 per child for every 15 minutes thereafter.

RETURNED CHECKS: The fee for a returned check is \$29.

OFFICE HOURS: 7:45 A.M. until 3:45 P.M., Monday through Friday.

HOLIDAYS/CLOSINGS: New Year's Day, Martin Luther King Jr Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving (2 days), Christmas week, 5 Professional Development Days, Spring Break and rarely for inclement weather.

VACATIONS & ABSENCES: Semi-monthly rates were established by multiplying a weekly rate (\$235; \$230; & \$215) by 48 weeks instead of 52, divided by 24, and rounding to the nearest whole dollar. Therefore, tuition is the same every month, whether you take a vacation or when we are closed. No additional tuition is due for months with five weeks. Tuition is **not** adjusted for absences, vacations, holidays, illness, or the rare occasion when we must close early or for the entire day for an emergency or inclement weather.

PRE-ENROLLMENT FINANCIAL OBLIGATION: If a student's designated start date is 30 or more days from the date the registration fee is paid, after space is held for 30 days, parents are financially obligated for one semi-monthly payment should they decide not to enroll, regardless of whether or not written withdrawal is submitted. Pre-enrollment requires a firm start date (except for unborn infants) and delays beyond the return date incur a \$100 per week charge (maximum of two weeks delay) to continue holding the space. Requests to delay start beyond two weeks of designated start date are not permitted. If space is available, and the family wishes to enroll again later, the registration fee must be paid again.

WITHDRAWALS: For withdrawals during the year, parents must provide written notice to the Tuition Office at least 10 business days prior to student's withdrawal. If 10 days written notice is not provided, payment of a withdrawal penalty equal to one semi-monthly charge per withdrawing student is required. Refunds and adjustments will be made if applicable, but unpaid accounts are subject to unfavorable reports to credit reporting agencies. Monthly tuition will be adjusted for withdrawals; refunds, if applicable, will be processed within two weeks of withdrawal. See above for financial obligation for pre-enrolled students who withdraw.

TAX REPORTING/RECEIPTS: Please use on-line statements through RenWeb or bank records for tax reporting. **Our Tax I.D. is 56-0787452.**

GOVERNMENT SUBSIDIES & FINANCIAL AID: We do not offer financial aid or accept tuition assistance from any government agency.