

The parents or guardians should sign this agreement and return it to the school office on or before February 10, 2023, with payment of fees.

I wish to enroll _____ in the _____ Grade of Genesis Preparatory School of New Port Richey, Florida, for the academic year 2023-2024 and in consideration of acceptance agree to the following:

I. Tuition

The parent or guardian agrees to pay tuition for the full academic year in an amount equal to:

	Yearly	Monthly (10 payments)
Kindergarten	\$8800.00	\$880.00
Grade 1	\$9300.00	\$930.00
Grades 2 and 3	\$9500.00	\$950.00
Grades 4 and 5	\$9600.00	\$960.00

II. Payment of Tuition

- a. Payment may be made by check, cash, or credit card. **A convenience fee will be applied for credit card payments.** Tuition payment may be made either:
 1. 10 monthly payments – due no later than the 5th of the month. A \$20.00 late fee will be assessed if schedule is not followed.
 2. 12 monthly payment schedule is available.
- b. There is a discount available for payments made for the year or the semester. Sibling and active military discounts are also available.
- c. A \$35 fee will be assessed for returned checks.
- d. A late fee of \$3.00 per minute will be charged for children picked up after 6:00 p.m.

The parent or guardian elects to pay tuition in the following manner (check one):

- Plan A Full payment in advance due by August 1, 2023. *(There is a \$100.00 discount if full payment is made at this time).*
- Plan B Fifty percent of full tuition to be paid by August 1, 2023, the remaining amount due by January 1, 2024. *(There is a \$25.00 discount for each payment made by the semester).*
- Plan C Ten equal monthly payments made on the first of each month, August – May (see above for monthly fees). Twelve month plans are also available.

It is Genesis School policy to withhold report cards until fees and tuition are paid in full.

III. Other Expenses

The following fees must be paid when the enrollment contract is returned or no later than February 10, 2023. **These fees are not refundable.**

- a. For returning students, a \$50.00 matriculation fee, which is in addition to and separate from all other fees and tuition. For new students, a \$100.00 matriculation fee, which is in addition to and separate from all other fees and tuition.
- b. A media and materials fee of:
 - Kindergarten\$500.00
 - Grades 1 – 5 \$500.00

IV. Refund Policy

Enrollment is for the full school year and no tuition reduction or refund will be made for a student’s absence, illness, late arrival, withdrawal or dismissal. **The only exception to this policy is if a parent gives written notice to the school sixty (60) days prior to the date of withdrawal. This notice of withdrawal must be submitted before February 1, 2024. Student report cards and other academic records will not be released until all debts to Genesis Preparatory School are satisfied.**

V. Extended Care

Before school and after school care is available for an additional fee. The fee schedule is as follows:

- Before school care for elementary students
- Arriving before 8:45 a.m.....\$4.00
- After school care 3:30 – 4:30 p.m.....\$4.00
- After school care 4:30 – 5:30 p.m.....\$4.00
- After school care 5:30 – 6:00 p.m.....\$2.00
- After 6:00 p.m. - \$3.00 per minute

VI. Discipline Policy

Genesis Preparatory Teachers and Staff will use verbal directives only. Parents will be called to come to the school if a student fails to comply. If the parent is unable to bring the child into compliance, the student will be removed from school for the rest of the day. Three such incidents will be considered grounds for requesting the parents to withdraw the student from the school immediately.

VII. Enrollment Agreement

The parents or guardians hereby further acknowledge and agree that the student enrolled shall be subject to and shall abide by all the rules and policies established by school authority, and failure of the student or parents/guardians in this respect may result in suspension, request for withdrawal or dismissal. **The parents or guardians have read and by signing below agree to support all policies stated above, the Enrollment Agreement and the Genesis Preparatory School Tuition and Enrollment Policies.** Consideration of applicants is given equally regardless of race, gender, creed, and national or ethnic origin.

Signature of parent or guardian Date

Signature of parent or guardian Date

