



Beyond Preparatory Academy

A Program of BeyoND, INC.

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Welcome Letter

Dear Student,

Welcome to Beyond Preparatory Academy, where second chances lead to limitless possibilities. We are honored that you have chosen to continue your educational journey with us. Our mission is to provide a faith-based learning experience that helps individuals achieve academic success, personal growth, and spiritual fulfillment.

At Beyond Preparatory Academy, we believe that education is more than earning a diploma — it's about building confidence, character, and a foundation for your future. Whether you are completing your studies to advance your career, support your family, or fulfill a lifelong goal, know that you are not alone. Our program is designed to meet you where you are and guide you toward excellence at your own pace.

Through prayer, perseverance, and preparation, you will find that every challenge can be overcome. Your enrollment represents a new beginning — one where your determination and faith will lead you beyond every obstacle.

We are proud to walk this path with you and can't wait to celebrate your graduation day. Remember, with faith and effort, "With God, All Things Are Possible."

Welcome to Beyond Preparatory Academy — your journey to success begins today.

Sincerely,

Shaqwana Woodard, MSL

Director, Beyond Preparatory Academy

"I will place on his shoulder the key to the house of David; what he opens no one can shut, and what he shuts no one can open."

— Isaiah 22:22

BEYOND

PREPARATORY ACADEMY

STUDENT ENROLLMENT

APPLICATION & AGREEMENT

2026–2027 SCHOOL YEAR

Learn with Purpose. Lead with Integrity. Live Beyond.

Enrollment Fee: \$250 • Monthly Tuition: \$450

Online Secondary School Program

This packet collects the information and acknowledgments necessary to evaluate and process enrollment. Submission of an application does not by itself guarantee admission. Enrollment becomes effective only after the Academy confirms acceptance and all required enrollment conditions are satisfied.

1. Student Information

Student Legal Name:	Preferred Name:
Date of Birth:	Current Age:
Current Grade / Grade Applying For:	Expected Entry Date:
Student Email:	Student Phone:
Home Address:	City / State / ZIP:

☐ 9th Grade ☐ 10th Grade ☐ 11th Grade ☐ 12th Grade ☐ Adult Learner / Diploma Completion

Gender (optional) _____

Primary Language _____

Other language(s) spoken _____

2. Parent / Guardian Information

Complete for students under 18 and whenever a parent/guardian is authorized to receive school information.

Parent/Guardian 1 Name:	Relationship:
Email:	Phone:
Address (if different):	Preferred Contact Method:
Parent/Guardian 2 Name:	Relationship:
Email:	Phone:

Legal custody / educational decision-making information, if applicable

The Academy may request documentation when custody, guardianship, educational decision-making authority, or access to student records is unclear.

3. Emergency Contact

Emergency Contact Name:	Relationship:
Primary Phone:	Alternate Phone:

Additional emergency information _____

4. Previous School & Academic History

Most Recent School:	School District / Organization:
City / State:	Last Grade Completed:
Dates Attended:	Last Date of Attendance:

☐ Public School ☐ Charter School ☐ Private School ☐ Homeschool ☐ Online School ☐ Other

Other schools attended _____

Please provide an official or available transcript/academic record. Beyond Preparatory Academy will review prior coursework and determine which credits are accepted toward its graduation requirements.

Student's current or estimated credits earned _____

Courses currently in progress _____

Anticipated graduation year _____

5. Transcript & Transfer-Credit Review

Transfer credit is not automatically guaranteed. The Academy will evaluate transcripts, course descriptions, prior school records, homeschool documentation, student work, assessments, or other appropriate evidence to determine placement and credit acceptance.

- ☐ Official transcript attached ☐ Unofficial transcript attached ☐ Transcript requested ☐ Homeschool records attached
☐ No prior high-school credit

Prior school contact / registrar _____

Records request notes _____

Registrar Use Only:

Credits accepted _____

Credits remaining _____

Placement / graduation-plan notes _____

6. Technology & Online Learning Readiness

Beyond Preparatory Academy is an online program. Consistent technology access is an essential condition of participation.

- ☐ Reliable home internet / Wi-Fi ☐ Laptop or desktop computer ☐ Compatible tablet ☐ Working camera ☐ Working microphone ☐ Reliable email access

Enrollment Technology Requirement

The student must have reliable internet/Wi-Fi and regular access to a laptop, desktop computer, or compatible tablet capable of accessing the Academy's approved online learning platforms. A smartphone alone should not be relied upon as the student's primary learning device. If the student does not have the required access, the family must disclose this before enrollment so the Academy can determine whether an approved alternative arrangement is available.

- ☐ I confirm the student has the required technology. ☐ I need to discuss a technology-access concern before enrollment.

Technology concern, if any _____

7. Online Learning Expectations

Students are expected to participate consistently, complete assigned coursework, communicate with teachers, monitor school communications, maintain academic integrity, and use Academy technology responsibly.

- ☐ I understand that online learning requires regular participation and independent effort. ☐ I understand that inactivity or missing work may result in family outreach and an intervention plan. ☐ I understand that students must communicate respectfully in Google Classroom, email, video meetings, and other approved platforms. ☐ I understand that another person may not complete assignments, assessments, or coursework for the student.

8. Academic Integrity & Artificial Intelligence

Students must submit authentic work. Plagiarism, cheating, impersonation, unauthorized collaboration, purchased work, or presenting another person's work as the student's own is prohibited.

Artificial-intelligence tools may be used only when permitted by the teacher or assignment. When AI assistance is permitted, the student remains responsible for the accuracy and originality of submitted work and must follow any disclosure or citation instructions.

- ☐ Student understands ☐ Parent/Guardian understands (if applicable)

9. Student Support Information

The following information helps the Academy plan appropriate educational support. Disclosure does not automatically determine admission.

Academic strengths _____

Areas in which the student may need additional support

Previous tutoring, intervention, or academic-support services

Accessibility or learning-support information the family wants the Academy to consider

Families may be asked to provide additional educational records when needed to understand requested supports or determine what the Academy can reasonably provide.

10. Health & Immunization Records

For school-age students subject to Texas K–12 school-entry requirements, the Academy requires acceptable immunization documentation, a valid exemption, or documentation supporting lawful provisional enrollment as applicable. Families are responsible for providing current records and updates required for continued enrollment.

☐ Immunization record attached ☐ Valid exemption documentation attached ☐ Records requested from prior school ☐

Provisional-enrollment review needed ☐ Adult learner / not applicable

Health information relevant to emergency response or educational participation (optional)

Medical information will be handled as confidential information and shared only as authorized or necessary for legitimate school or safety purposes.

11. Student Records, Privacy & Electronic Systems

The Academy maintains student information electronically through approved systems. Access is limited to authorized personnel according to role and legitimate educational or administrative need. Students and families must protect account credentials and promptly report suspected unauthorized access.

☐ I understand that educational records may be maintained electronically. ☐ I agree not to share student login credentials with unauthorized persons. ☐ I understand that the Academy may communicate through approved electronic systems and email. ☐ I will promptly update the Academy if my contact information changes.

12. Tuition, Enrollment Fee & Financial Agreement

Enrollment Fee

A \$250 enrollment fee is required as part of enrollment. The enrollment fee is non-refundable except when the Academy determines that a refund is required by its written policy or applicable law.

Monthly Tuition

Tuition is \$450 per month. The responsible party agrees to pay tuition according to the Academy's billing schedule and any written enrollment/tuition agreement issued by the Academy.

Person financially responsible _____

Billing email _____

☐ I acknowledge the \$250 enrollment fee. ☐ I acknowledge the \$450 monthly tuition. ☐ I have reviewed the Academy's refund/withdrawal terms.

Families should review and sign the detailed Tuition, Fees, Cancellation & Refund Policy in Section 12A. Verbal promises do not modify the written financial agreement.

12A. Tuition, Fees, Cancellation & Refund Policy

Purpose

This policy explains the financial obligations associated with enrollment at Beyond Preparatory Academy and establishes consistent procedures for enrollment fees, monthly tuition, withdrawal, cancellations, overpayments, and approved refunds. Families should review this section carefully before signing the enrollment agreement.

Enrollment Fee - \$250

The \$250 enrollment fee is non-refundable after payment because it supports administrative processing, student-record setup, transcript/credit review, enrollment preparation, and other start-up activities associated with processing the student's enrollment. An exception may be made when Beyond Preparatory Academy determines that the fee was collected in error, was duplicated, or must be returned under applicable law or a written Academy determination.

Monthly Tuition - \$450

Monthly tuition is \$450. Tuition payments apply to the instructional period for which they are charged. Once an instructional period has begun and the student has been provided access to the Academy's educational program, tuition for that instructional period is generally non-refundable, except when the Academy approves a refund under this policy or a refund is otherwise required by law.

Withdrawal by Student or Parent/Guardian

A parent/guardian or adult student who intends to withdraw should provide written notice to the Academy. The effective withdrawal date will be documented by the Academy based on the written notice and the student's enrollment record. Merely stopping attendance, failing to log in, or ceasing participation does not by itself constitute formal withdrawal or automatically cancel amounts already due under the applicable billing period.

Academy Cancellation or Inability to Provide Enrollment

If the Academy accepts payment but subsequently determines before the student begins the applicable instructional period that the Academy cannot provide the enrollment or educational service for which the payment was collected, the Academy will review the payment and issue any refund determined to be due. This provision does not require a refund when enrollment is ended because of a student or family's failure to satisfy disclosed enrollment conditions, unless the Academy determines otherwise in writing or applicable law requires it.

Duplicate Payments and Overpayments

Verified duplicate payments or overpayments will be corrected. The Academy may refund the excess amount or, with the payer's agreement, apply it as a credit to a future amount due. Refunds will be returned through a reasonable method determined by the Academy and may require verification of the original payer.

Financial Hardship and Special Circumstances

A family experiencing an exceptional circumstance may submit a written request for review. Approval is not automatic. The Head of School/Administrator may review the timing of the request, services already provided, documented circumstances, outstanding balances, and the Academy's written financial policies. Any approved exception must be documented in writing and applied consistently and without unlawful discrimination.

No Verbal Modification

No employee, teacher, volunteer, or other representative may verbally promise a refund, tuition waiver, reduced balance, or cancellation of a financial obligation unless that person has written authority to make the decision. Any approved exception or payment arrangement must be documented in writing by authorized Academy leadership.

Refund Processing

When a refund is approved, the Academy will document the reason, amount, approving authority, and payment method. Refund records will be retained with the appropriate financial documentation. Processing time may vary depending on the original payment method, bank, or payment processor.

Refund Policy Acknowledgment

☐ I understand that the \$250 enrollment fee is non-refundable except as specifically provided in this policy or required by law.

☐ I understand that monthly tuition is \$450 and that tuition for an instructional period that has begun is generally non-refundable.

☐ I understand that simply failing to log in or participate does not constitute formal withdrawal.

☐ I understand that withdrawal should be submitted in writing and that approved exceptions or refunds must be documented by authorized Academy leadership.

☐ I have read and agree to the Tuition, Fees, Cancellation & Refund Policy.

Responsible Party Name: _____

Responsible Party Signature: _____ Date: _____

13. Withdrawal, Inactivity & Records

A parent/guardian or adult student should notify the Academy in writing when withdrawing. The Academy will document the withdrawal date and update the student record. Academic records will reflect work and credit actually earned under Academy requirements.

Persistent inactivity, failure to participate, failure to maintain required technology access, serious policy violations, or unresolved financial obligations may result in intervention or an enrollment-status review consistent with Academy policy. Nothing in this provision permits alteration or withholding of records contrary to applicable law.

14. Student & Parent/Guardian Responsibilities

☐ Provide accurate enrollment information and promptly report material changes. ☐ Provide requested academic and school-entry records. ☐ Maintain reliable technology and internet access or disclose barriers promptly. ☐ Monitor Academy communications and respond to reasonable outreach. ☐ Support consistent student participation and completion of coursework. ☐ Protect student account credentials and confidential school information. ☐ Follow the Student & Parent Handbook and applicable Academy policies. ☐ Communicate concerns respectfully and use the Academy's complaint/appeal process when needed.

15. Enrollment Certification & Consent

By signing below, I certify that the information provided in this application is true and complete to the best of my knowledge. I understand that material misrepresentation or intentional falsification may affect enrollment. I acknowledge receipt of, or access to, the Academy's Student & Parent Handbook and agree to comply with applicable policies.

I authorize Beyond Preparatory Academy to contact prior schools or educational programs as reasonably necessary to request and verify academic records and enrollment information, subject to applicable privacy requirements.

Student Legal Name _____

Student Signature _____

Date _____

Parent/Guardian Name (if student is under 18) _____

Parent/Guardian Signature _____

Date _____

Financially Responsible Party Signature (if different) _____

Date _____

16. School Use Only

Application Received:	Enrollment Fee Received:
Records Received:	Immunization/Exemption Verified:
Technology Requirement Confirmed:	Transcript Reviewed:
Grade Placement:	Credits Accepted:
Enrollment Start Date:	Student ID:

☐ Accepted ☐ Accepted Pending Documentation ☐ Additional Review Required ☐ Not Accepted

Reason / conditions / follow-up _____

Registrar Signature _____

Date _____

Head of School / Administrator Approval _____

Date _____

17. Enrollment Document Checklist

- ☐ Completed and signed enrollment application
- ☐ Proof of student identity / date of birth, when required
- ☐ Parent/guardian identification or authority documentation, when applicable
- ☐ Prior school transcript / academic records
- ☐ Transfer-credit documentation, when applicable
- ☐ Immunization record, valid exemption, or applicable provisional-enrollment documentation for school-age students
- ☐ Technology-access confirmation
- ☐ Signed Student & Parent Handbook acknowledgment
- ☐ Tuition/enrollment-fee acknowledgment
- ☐ Any approved support or enrollment-condition documentation

Beyond Preparatory Academy

Enrollment records are confidential and should be maintained in the student's secure official file.