***PACIFIC LUTHERAN JR/SR HIGH SCHOOL***

 ***1473 W. 182ND STREET GARDENA, CA 90248***

 ***2024-2025 ENROLLMENT & TUITION CONTRACT***

**AUTOMATIC PAYMENT WITHDRAWAL:**

**Each year, Pacific Lutheran Jr/Sr High School obtains permission to set up and take automatic payments from an account, even if it is an existing account. Permission will be obtained anytime that there is a change to the account.**

**NAME OF PERSON RESPONSIBLE FOR THE PAYMENT OF TUITION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_CITY\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_STATE\_\_\_\_\_\_ZIP\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TELEPHONE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_EMAIL:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**THIS IS A:** **\_\_\_\_X\_\_\_\_\_NEW ACCOUNT \_\_\_\_\_CHANGE IN AUTHORIZED AMOUNT. \_\_\_\_\_CHANGE IN ACCOUNT**

**AMOUNT TO BE WITHDRAWN: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **STARTING DATE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ENDING DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PLEASE TAKE THE TUITION DIRECTLY FROM MY:**  **\_\_\_\_\_CHECKING ACCOUNT** **\_\_\_\_\_SAVINGS ACCOUNT**

**ROUTING NUMBER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ACCOUNT NUMBER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**I/We hereby authorize Pacific Lutheran Jr/Sr High School to initiate debit entries to my/our account indicated above, at the depository financial institution named above, herafter called DEPOSITORY, and to debit the same to such account. I/We acknowledge that the origination of ACH transitions to my/our account must comply with the provisions of U.S. law. I understand that if my payment is returned unpaid, a second attempt will be made to collect the payment with an additional $35.00 fee included. This authorization is to remain in full force and effect until Pacific Lutheran Jr/Sr High School and DEPOSITORY have reasonable opportunity to act on it.**

**SIGNATURE OF AUTHORIZED SIGNERS ON THIS ACCOUNT:**

**SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PRINTED NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PRINTED NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**CONTRACTUAL AGREEMENT SIGNATURES:**

**I/We understand all policies and conditions of Pacific Lutheran Jr/Sr High School, as outlined in this Enrollment and Tuition Contract.**

**PARENT SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PARENT SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PLEASE SELECT ONE OF THE FOLLOWING PAYMENT SCHEDULES**

**\_\_\_\_\_ANNUAL PLAN: Full payment of yearly tuition is payable on or before July 1. A 5% discount will be given to those who pay annually.**

**\_\_\_\_\_SEMESTER PLAN: Payment of tuition twice per year. First payment is due July 1 and second payment is due January 1.**

**\_\_\_\_\_10 Month Plan; Payments will be withdrawn on the 1st of every month, beginning in August 2025 and ending in May 2026.**

**\_\_\_\_\_11 Month Plan: Payments will be withdrawn on the 1st of every month, beginning in July 2025 and ending in May 2026**

**PLEASE ATTACH A VOIDED CHECK TO THIS FORM IF USING THE 1O OR 11-MONTH PAYMENT METHODS**

***2024-2025 ENROLLMENT & TUITION CONTRACT (continued)***

***PLEASE PRINT LEGIBLY***  ***PLEASE COMPLETE ONE CONTRACT PER STUDENT***

***NAME OF STUDENT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_GRADE IN FALL ‘25\_\_\_\_***

**Please read, initial, and sign in the designated areas to complete the Enrollment and Tuition Contract.**

**I/We understand:**

* That Pacific Lutheran Jr/Sr High School is a Christian school that provides a Christ-centered education that is Scripture-based, and the programs of the school are planned with the hope that the faith of students, parents, and teachers are nurtured and strengthened.
* Required activities for students include theology classes, corporate worship (chapel services), and service activities.
* Students must meet academic, behavior, and other requirements to continue as a member of the student body.

**\_\_\_\_\_\_\_\_ (Parent initials)**

**I/We agree to the following Terms and Conditions:**

* I/We will prayerfully support Pacific Lutheran Jr/Sr High School, its staff, students, and administration on a consistent basis.
* I/We will complete the required forms, and pay the necessary fees, and make the payment of required tuition that is mandatory for enrollment and continuation as a student.
* I/We will meet our tuition obligations on time per one of the optional payments plans (see below).
* I/We will complete 20 parent volunteer hours during the 2025-2026 school year. I/We understand that there is a $20 per one hour buy-out.

**\_\_\_\_\_\_\_\_\_\_(Parent initials)**

**I/We understand the Refund Policy:**

* A written statement from the parent is required to withdraw your student(s) from the school.
* A $250 withdrawal fee per student is due at the time of withdrawal.
* All fees are non-refundable.
* If a student withdraws within the first five (5) days of a month, 50% of the tuition through the end of the month is due. After the fifth day, the balance of the month’s tuition is due.
* Application, Testing, Registration, and Instructional Fees are NON-REFUNDABLE and not covered by Financial Aid. Pacific Lutheran Jr/Sr High School will not allow students to attend class or take final exams until all student accounts have been settled, including but not limited to: tuition, fees, fines, uniforms, service hours, etc.
* All applicable accounts must be settled before the school is required to release student information in any form.

**\_\_\_\_\_\_\_\_\_\_\_(Parent initials)**