

# Canton Homeschool Resources (CHR) and The Haven Academy

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## Registration for 2019-2020 school year:

I, \_\_\_\_\_, am enrolling my child \_\_\_\_\_ in the: (circle one) hybrid or 4 day academy program at CHR for the 2019-2019 school year. My child will be in the \_\_\_\_\_ grade for this school year. I understand the following:

This contract is for the sole purpose of ensuring that CHR continues to be the amazing place that it is and can continue to improve rather than spend time on collections. This is long but experience has taught us that we have to write as much as possible out in detail. CHR bases the yearly budget on enrollment and wants to do their very best for students. It is for this reason, a contract for the school year is put into place. If I have any questions, I can ask prior to signing my child up for CHR. If I choose to withdraw from CHR after signing this form but prior to July 1, I understand that I will be charged a full semester of tuition as a withdrawal fee. After this date, I am responsible for the full school year tuition. Exceptions are made for out of state moves, loss of employment, and death in the immediate family. Switching to independent study at CHR is an option if I am unable to have my child attend physical classes after registering.

I understand that this is a homeschool program according to GA state educational law. Teachers in the hybrid, full time academy, and in all high school classes will teach lessons, assign work, grade work, enter grades, assist with tutoring, issue report cards, and help my child in many other ways as they see fit. Ultimately, as the homeschool parent, I am responsible for my student(s) getting their work done and getting passing grades. I understand that I will have the ability to contact every teacher and administrator through Edsby messaging. CHR is here to help my student and family be successful. I understand that it is my responsibility to follow GA state laws in regard to education. CHR will help explain them to me and assist with direction but can not do it for me. I take responsibility for knowing the law and following the law as well as understanding that all record keeping, school work, and everything to do with the education of my child is ultimately my responsibility. I understand that if I enroll my

child in a la carte classes or any other program other than the hybrid or full time academy that transcript and high school planning session services have an additional fee.

CHR is accredited by the National Association of Private Schools on their own and if I wish to have a Georgia Accreditation Commission transcript for my high school level student, the paperwork is on Edsby and this is my responsibility to complete and send in to the program. I understand that there is a fee charged associated with the process as it is done through a third party agency and that I am responsible for the fee. CHR will assist and explain it to me when asked but ultimately, I am responsible for completion and payment for this outside service. CHR can not make any guarantees nor does it have control if changes are made or issues arise with this third party. All information given by CHR is to the best of our knowledge at the time of offering it and CHR does not have control over outside agencies.

I understand that registration at CHR is a commitment for the school year. I am agreeing to a tuition agreement that outlines enrollment for a school year. If I pull my student from CHR, I am responsible for the full tuition amount that I am agreeing to pay at registration. It will be due immediately upon withdrawal. Monthly payment arrangements for current students are done as a courtesy by CHR and leaving during short months and attending during long months and expecting tuition rates to fluctuate will not occur. The tuition payment plan is a payment plan that is not reflective of the number of school days in any given month but rather a set fee for the school year broken up into monthly payments to assist parents in payment. All tuition for the 2019-2020 school year must be paid in full by April 1, 2020. Tuition payments begin July 1 and continue through April 1 for those on this payment plan. (Returning families who meet the criteria set forth in the returning family section below may disregard the following payment information and follow the returning family payment policy ). Payment plan families must either pre-write 10 checks for each month of tuition (July 1- April 1) for the year and submit these to CHR prior to July 1 for us to cash on the first of each month OR pay the first semester tuition in one payment by June 15 and second semester by Oct 15. Paypal credit offers no finance charges for 6 months and there are several companies who offer tuition assistance loans for private k-12 education. Any other arrangements outside of this must be made with a separate contract with CHR. Payment plan payments made after the 15<sup>th</sup> of each month will result in a late fee of \$25. Payments made after the 25<sup>th</sup> will result in an additional \$25 fee AND parents will be required to pay at least one extra month ahead and stay ahead to maintain my ability to pay monthly payments. Late fees will continue to accrue at \$50/ month after until the balance is paid in full. Students will not be permitted to attend class and Edsby access will be paused if tuition is 30 days past the original expected payment date. Checks returned for insufficient funds will be charged \$50 the first time, \$100 the second time, and after this, we will require credit card, cashiers checks, or cash for the

remainder of the school year. Report cards and transcripts will not be issued until all outstanding fees are paid to CHR and all borrowed texts have been returned in the same condition they were when given to the student. Payments made by credit card or online will be charged 4% to offset the fees charged to CHR .

**Returning families payment policy:** If your family has been a hybrid or academy student at CHR for at least one full school year; is able to make monthly payments by check without reminder; has had less than 2 late fees added to their account; has not bounced more than one check ever to CHR; and has never had their Edsby account locked due to non-payment, you qualify for the returning family payment policy. We are thankful for you!! We will not be billing you monthly and it is your responsibility to remember to pay by the 5<sup>th</sup> of each month. A late fee of \$25 will be added on the 15<sup>th</sup>. Late fees will accrue every 15 days thereafter. Students may be unable to attend class at 30 days. No more than 2 late payments may be made or you will be switched over to the regular plan where you will have your choice to pay in advance or write us checks in advance to deposit each month. Returned check fees, credit card fees, and all other policies outside of payment methods are the same as stated above and throughout this contract.

### Tuition Rates:

#### **HYBRID 2 DAY HOMESCHOOL PROGRAM (Kinder-12<sup>th</sup> grade)**

Registration fee: \$150/ student/ year

Supply fee: \$400-\$500/ student/year (depending on when the parent chooses to pay the fees- see below)

Elementary hybrid 2 day (Tuesday/ Thursday) tuition is \$3750/year (10 month payments of \$375).

Middle school hybrid 2 day (Monday/ Wednesday) tuition is \$3900/year (10 month payments of \$390).

High school hybrid (Monday/Wednesday) tuition is \$4050/year (10 month payments of \$405).

Elementary tuition includes 2 electives on Tuesday/Thursday hybrid days. Additional courses may be added for additional fees. Middle and high school students may take as many courses they desire Monday/ Wednesday from 9am- 4pm included in their tuition.

## **4 DAY HAVEN ACADEMY (Kinder-12<sup>th</sup> grade)**

Registration fee: \$150/ student/ year

Supply fee: \$400-\$500/ student/year (depending on when the parent chooses to pay the fees- see below)

Elementary 4 day (Mon-Thur) tuition is \$5750/year (10 month payments of \$575).

Middle school 4 day (Mon-Thur) tuition is \$5900/year (10 month payments of \$590).

High school hybrid (Mon- Thur) tuition is \$6050/year (10 month payments of \$605).

## **Bring Your Own Curriculum Program (2<sup>nd</sup>-12thgrade)**

Registration fee: \$75/ student/ year

Supply fee: \$0

Elementary (Mon & Wed 9am-2pm) tuition is \$2500/year (10 monthly payments of \$250).

Elementary (Mon OR Wed 9am-2pm) tuition is \$1500/year (10 monthly payments of \$150).

Middle School (Tues & Thur 9am-3pm) tuition is \$2500/year (10 monthly payments of \$250).

Middle School (Tue OR Thur 9am-3pm) tuition is \$1500/year (10 monthly payments of \$150).

High school (Tue OR Thur 9am-3pm) tuition is \$1500/year (10 month payments of \$150).

High School (Tue & Thur 9am-3pm) tuition is \$2500/year (10 monthly payments of \$250).

The Friday program for students in kinder-8<sup>th</sup> grade, musical theater, and any other extra courses and workshops we add on are an additional fee and by sending your child to additional programs, you are agreeing to pay for them.

The only hybrid or academy class time on Fridays that is included in regular tuition is the math lab for 6<sup>th</sup> grade and above.

I understand that CHR has a nonrefundable registration fee that secures my child's spot and covers administrative work. The nonrefundable supply fee for the year is \$400 for hybrid and academy students. This covers the use of all borrowed texts and materials (that I am responsible for replacing if damaged/not returned), the ownership of consumable workbooks, and use of all supplies used in science labs, art classes, and in the building throughout the year. The supply fee is due by May 15. This allows CHR to take part in curriculum sales that occur each spring, leaving more money for extra supplies for students throughout the year. Supply fees after June 1 are \$450. This fee increases to \$475 on June 15. July 1 and later supply fees are \$500 due to expedited shipping and the frequent selling out and supply price increases we see each year just before school starts.

My hybrid grade level spot at CHR MAY be given away despite a registration fee being paid if my supply fee and 1st tuition payment is not made by July 1, 2018. If this occurs, my child may be put into a mixed age group class and I will still be responsible for the contract for the year.

I understand that the enforcement of the contracts and fee schedules are to reduce the amount of administration time spent on the collection process so this time can be better served helping students, improving CHR offerings, and overall making a better program for students and families. It is at the sole discretion of the CHR administration to make exceptions to the financial policies stated above. If I am in need of paying tuition on a certain date outside of the dates mentioned, or if I have a situation that needs special consideration, I understand that I can take this issue to the CHR administration for consideration. They are under no obligation to oblige to my request and may have outside company officers to discuss the matter with prior to making any decisions.

I understand that CHR has a strict behavior policy in place that does not allow bully like behaviors on any level, destruction of property, frequent disruption of learning, or any disrespectful behaviors that may be considered by CHR administration as unsafe or unsuitable for classroom learning. This includes parent behavior. Parents must treat

teachers and administration with respect and any parent who behaves in a manner that which CHR administration considers intimidating or physically or emotionally upsetting may end up with their child removed from CHR by CHR without being released from the contract or fees associated with it. This is at the sole discretion of CHR administration. Our job is to create and keep a SAFE and FUN learning environment for all. Safety is our number one priority. Education is number two. We must all work together to keep CHR the incredible place it is 😊

I understand that additional rules created for the safety of students, staff, or CHR as a program may be put in place at any time and I agree now to follow said rules. Not all rules are stated and common sense is expected to be used by all.

I agree to the above and wish to enroll my child in Canton Homeschool Resources/ The Haven Academy for the 2019-2020 school year. If the grade level I want/need is full, I will be put on a waiting list and notified of my placement.

Signed \_\_\_\_\_

Printed \_\_\_\_\_

Date \_\_\_\_\_ Phone \_\_\_\_\_

Email address \_\_\_\_\_

Address \_\_\_\_\_

Registration fee and supply/tuition (depending on date of registration) must be submitted with registration paperwork.