



Alma Bella Academy

2024-2025 ENROLLMENT FORM FLEX-TIME

Parent(s) Name: _____ Phone: _____

Address: _____

Student Name: _____

Gender: _____ Age: _____ Grade: _____

Flex-Time is perfect for families with varying schedules. Parents commit to a certain number of days per month but can use those days when they best suit their schedule. Enrollment in this plan is by semester or year.

Enrollment Dates: Monday, Tuesday, Wednesday, Thursday, Friday, or a combination of days.

- January 6,- May 30, 2025*
- *Early Release: Flex days can be used on early release days; however, an additional fee of \$30 will be charged to the card on file on the day your student attends.

Tuition and Fees (rates reflect a 20% discount for year enrollment):

- Tuition:
 - Middle School:
 - Spring: Monday: 1 day a month (5 days): \$200, 2 days a month (10 days) : \$400, 3 days a month (15 days): \$600, 4 days a month (20 days): \$800, 5 days a month (25 days) \$1,000).
 - Elementary School:
 - Spring: 1 day a month (5 days): \$100, 2 days a month (10 days): \$200, 3 days a month (15 days): \$300, 4 days a month (20 days): \$400, and 5 days a month (25 days): \$500.
- Payment schedule: Payment can be made in full, or a card can be placed on file. Cards will be charged regardless of attendance. A 10% late fee for insufficient funds for cards on file will be charged.
 - Payment schedules can be monthly, Bi-weekly, or weekly. Please indicate which plan you would prefer.
 - Monthly:
 - Middle School Payment: 1 day a month (10 days): \$40, 2 days a month (20 days): \$80, 3 days a month (30 days): \$120, 4 days a month (40 days): \$160, 5 days a month (50 days) \$200.
 - Elementary School Payment: 1 day a month (10 days): \$20, 2 days a month (20 days): \$40, 3 days a month (30 days): \$60, 4 days a month (40 days): \$80, 5 days a month (50 days) \$100.
 - 1st & 15th:
 - Middle School Payment: 1 day a month (10 days): \$22, 2 days a month (20 days): \$43, 3 days a month (30 days): \$64, 4 days a month (40 days): \$85, and 5 days a month (50 days): \$106.
 - Elementary School Payment: 1 day a month (10 days): \$11, 2 days a month (20 days): \$22, 3 days a month (30 days): \$32, 4 days a month (40 days): \$43, and 5 days a month (50 days): \$53.
 - Weekly (Monday):
 - Middle School Payment: 1 day a month (10 days): \$10, 2 days a month (20 days): \$20, 3 days a month (30 days): \$30, 4 days a month (40 days): \$40, 5 days a month (50 days): \$50.
 - Elementary School Payment: 1 day a month (10 days): \$5, 2 days a month (20 days): \$10, 3 days a month (30 days): \$15, 4 days a month (40 days): \$20, 5 days a month (50 days): \$25.



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Tuition rates:

Drop-In Rate: \$12.50/ph (no commitment, enrollment based on availability)

Semester/Year Enrollment Rate: \$10/ph (enrollment guaranteed). Spring enrollment is based on 24 weeks.

Enrollment Dates: Monday, Tuesday, Wednesday, Thursday, Friday, or a combination of days.

- January 6, 2024 - May 30, 2025
 - Spring: Monday (17 days), Tuesday (20 days), Wednesday (20 days), Thursday 18 + 2 half days, Friday (17 days + 2 half days)

Attendance and Punctuality:

The pick-up time is no later than 6:00 pm. A \$1 per minute late fee will be charged on Friday for any late pick-up from the week. If you are late, please text (804)920-7053. Please also text that number to report a student's absence for the day.

Additional Fees: For insufficient funds or late payments, a 10% fee of the outstanding balance will be charged.

Curriculum:

- Students will receive homework help and tutoring services while at the academy.
- Dr. Graves will monitor grades and assignments to ensure that work is completed. Dr. Graves will also contact teachers (pending consent letter) directly if a student has missing or incomplete work.
- Dr. Graves will inform parents if there are any academic issues she is made aware of.
- At the academy, students can learn the basics of painting, pottery, crocheting, jewelry making, and sewing.
- Students will also have an opportunity to complete a variety of STEAM projects.
- Outdoor activity: Students can play outdoor games and participate in team sports outside daily, weather permitting.

Optional Services:

- Initial Diagnostic Test: \$100 (yearly)
- Weekly Curriculum Fee: IXL Curriculum and academic monitoring. (Students can access the IXL curriculum at home and the academy). Fee can be paid weekly (\$10), monthly (\$42) per month, or Spring Semester (\$210).
- Monthly Curriculum Agenda & Gratitude Journal: \$10 can be paid monthly or semester \$50.

Withdrawal and Termination:

- Students who withdraw mid-semester/year will still be expected to fulfill financial commitments.

Code of Conduct and Discipline:

- Please complete the student registration form/behavior contract before enrollment. Students who violate Alma Bella's code of conduct may be subject to disciplinary consequences.
- Discipline consequences include parent conferences, suspension from the academy for a specific period, or, in extreme cases, the student may be expelled and not permitted to return.
- During the period of suspension and/or expulsion, parents will still be required to fulfill their financial commitments for the remainder of their contract.



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Health and Safety:

- If your child is sick or has a fever, please do not send them to the academy.

Withdrawal and Termination: Your tuition rate is based on a 20% discount for the semester or year. Your commitment for the semester or year guarantees your child's spot at Alma Bella Academy. Parents who withdraw their child mid-semester/year will still be expected to fulfill their financial commitments. If you are unsure if you can meet this commitment, please sign up for our drop-in payment plan.

Please indicate which day(s) you would like to enroll your child.

☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday

Please indicate which payment plan you would prefer.

- ☐ Weekly
☐ Monthly
☐ Semester

Tuition Rate/Schedule:

Signatures: _____ Date: _____
Alma Bella Academy Parent/Legal Guardian



@almabellaacademy



www.almabellaacademy.com



debigraves@almabellaacademy.com



804-667-6933



Text: (804) 920-7053