



**KATY CHRISTIAN**  
ACADEMY

# KATY CHRISTIAN ACADEMY

## K3 - 12<sup>th</sup> | Re-Enrollment Application Form

Revised March 2023

**Re-Enrollment Fee: \$150 per student**

\$135 special rate if submitted by April 18<sup>th</sup>

**Re-Enrollment Fee & Re-Enrollment Application (2 pages) Due Together**

### STUDENT INFORMATION:

Student Name: \_\_\_\_\_ Birth Date: \_\_\_\_\_  
FIRST MIDDLE LAST PREFERRED NICKNAME

Student Address: \_\_\_\_\_  
STREET ADDRESS / APT NUMBER CITY STATE ZIP CODE

Student Social Security #: \_\_\_\_\_ Student Cell Phone: \_\_\_\_\_

#### STUDENT 2023-24 SCHOOL YEAR GRADE LEVEL:

K3 (3 Years): \_\_\_\_\_ 3 Days (T/W/TH) \_\_\_\_\_ 5 Days

K4 (4 Years): \_\_\_\_\_ 3 Days (T/W/TH) \_\_\_\_\_ 5 Days

K5 (Kindergarten): \_\_\_\_\_ 5 Days

1<sup>st</sup> - 12<sup>th</sup> Grade (Circle One): 1 2 3 4 5 6 7 8 9 10 11 12

#### AFTER SCHOOL CLASS ENROLLMENT:

Open from 4:15pm to 5:45 pm

\_\_\_\_\_ YES

\_\_\_\_\_ NO

\_\_\_\_\_ OCCASIONAL DROP-IN

### PARENT INFORMATION:

Mother's Name: \_\_\_\_\_ Father's Name: \_\_\_\_\_

Birth Date: \_\_\_\_\_ Birth Date: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

E-Mail: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Employer: \_\_\_\_\_ Employer: \_\_\_\_\_

Hours: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Hours: \_\_\_\_\_ Work Phone: \_\_\_\_\_

<b>OFFICE USE ONLY:</b> Class Assignment: _____ Age of Student by Sept 30 <sup>th</sup> : _____	
Date Application Received: _____	Start Date: _____ Payment Amt: \$ _____
_____ Enrollment Fee Paid	Enroll Fee: _____
_____ Curriculum Fee Paid	Curr Fee: _____
_____ Enrollment Agreement Signed	Athletic Fee: _____
	Annual Tuition Fee: _____
	<b>TOTAL SY FEES:</b> _____
	Monthly Tuition Fee: _____
	Total Months: _____



**APPROVAL PROCESS:** All applications (new & returning) are reviewed before a student is approved for enrollment. Enrollment Fee payments must accompany applications before approval process may begin. All students and families must actively attend a Christian/Biblically based church.

**NEW ENROLLMENT FEE: \$210** New Enrollment Fee is due with the initial application form and is non-refundable. Sibling discounts do not apply.

**RE-ENROLLMENT FEES: \$150** Re-Enrollment Fee is due with re-enrollment form and is non-refundable. Special rate of \$135 offered to all returning students who submit payment & application forms by Tuesday, April 18<sup>th</sup>. Sibling discounts do not apply.

**CURRICULUM FEE:** See below for exact fees & the special rates offered if paid in full by Wednesday, June 21<sup>st</sup>. Sibling discounts do not apply.

K3 & K4 ~ Preschool Program	K5 ~ Kindergarten	1 <sup>st</sup> & 2 <sup>nd</sup> Grades	3 <sup>rd</sup> ~ 12 <sup>th</sup> Grades
<b>\$305</b> (\$275 special rate if paid by June 21 <sup>st</sup> )	<b>\$500</b> (\$470 special rate if paid by June 21 <sup>st</sup> )	<b>\$550</b> (\$520 special rate if paid by June 21 <sup>st</sup> )	<b>\$605</b> (\$575 special rate if paid by June 21 <sup>st</sup> )

**TUITION RATES:** See below for rates. Ask about KCA's **5% Paid In Full Discount** (paid by 1<sup>st</sup> day of school) and **10% Older Sibling(s) Discount**

K3 / K4 – Three Day Program (T/W/TH)	K3 / K4 / K5 – Five Day Program	1 <sup>st</sup> – 12 <sup>th</sup> Grades	After School Tuition All Grades
8:30 – 4 pm	8:30 – 4pm	8:30 – 4pm	4:00 – 5:45pm
Annual: \$4,650	Annual: \$6,300	Annual: \$5,700	Annual \$1,325

**ATHLETIC FEE: \$190** This fee is for students entering grades 6 – 12<sup>th</sup>, covers full cost of their Volleyball (due Sept) or Basketball (due January) season.

**EARLY WITHDRAWAL:** Enrollment is an ANNUAL commitment – TUITION DUE IN FULL for each enrolled student, even with early withdrawal.

**TUITION | MONTHLY:** Monthly payments are due by the 1<sup>st</sup> of each month (Aug 1<sup>st</sup> – May 1<sup>st</sup>). Tuition payments are non-refundable. KCA operates solely on tuition fees and depends on prompt payments. Non-payment for school services and/or lack of adherence to tuition policies may result in the dismissal of your student(s) from KCA. A \$30/week late payment fee is charged to unpaid accounts after the 5<sup>th</sup> of each month.

**TUITION | WEEKLY:** Option only available to K3 & K4 Students, includes \$5/Week Processing Fee. Weekly tuition due Mondays by 5:45pm. Payments received after 5:45pm on Mondays (or Tuesday for 3 Day Schedule) incur a \$30 **per day** late fee.

**PAYMENT OPTIONS:** Check, Cash, Money Order, Online (via ACH Bank Transfer, 0% fee) & Card (4% fee applies to all card payments)

- Checks payable to "KCA" or "Katy Christian Academy" Check payments may be made to KCA Receptionist or mailed to KCA at PO Box 5688, Katy, TX 77491, ATTN: Sherry Winslow.
- Cash & Money Order payments must be paid in person at KCA Reception and receive receipt as proof of payment.
- Online Bank Transfer option will be offered via emailed tuition invoicing.

**RETURNED PAYMENTS:** There is a \$40.00 processing fee for all returned payments. No exceptions.

**HOLIDAYS:** Tuition is calculated on an annual basis. KCA does not pro-rate weekly or monthly tuition for holidays or absences due to illness, vacation or inclement weather. Weekly K3 & K4 Tuition is due during weeks KCA is closed (ex: Christmas, Spring Break, etc.)

### LATE PICK-UP POLICIES AND FEES:

- **4pm Pick-Up Policy & Late Fee:** We allow a 15 minute grace period. At 4:15pm students are enrolled into the KCA After School Class (ASC) program as a "Drop-In" student. Each student will be charged the full Drop-In Rate of \$15 per day, even if they are only in care for a short amount of time. Family rate is \$25/day (applies only for 2+ students from same household). This Drop-In Fee is due upon pick-up.
- **ASC Pick-Up Policy & Late Fee:** There will be a \$1 per minute (per family) fee for every minute after 5:45pm that students are not picked up. When calling ahead, we may allow up to a 5 minute grace period. Payment is due upon pick-up.

**SCHOOL YEAR & HOURS:** Classes start mid- August and run through mid-May. First day of school for 2023-24 is August 17, 2023.

Please refer to your KCA Annual Calendar for any holiday information or school breaks. For the most part, if KISD is canceled or has a delay due to inclement weather, KCA will be canceled as well. School Opens: 7:30am, School Hours: 8:30 – 4:00, ASC: 4:15 – 5:45pm

**POTTY TRAINING:** K3 & K4 students must be fully potty-trained (independent/able to wipe, no diapers/pull-ups) before 1<sup>st</sup> day of school.

As the parent/guardian of \_\_\_\_\_ I have read, clearly understand, and agree to honor my commitment to all of the above financial and enrollment policies of Katy Christian Academy (KCA) as stated in this "Enrollment Agreement" for this current academic school year. Furthermore, I understand that Katy Christian Academy (KCA) reserves the right to discharge a student from the school and that the student's parent/guardian will be consulted before such action is taken.

Parent/Guardian Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

Parent/Guardian Printed Name: \_\_\_\_\_