



EASTERN POINT DAY SCHOOL  
INSPIRE • CHALLENGE • EDUCATE

# Enrollment Agreement

*Hands on experiential learning, small class size and a deep respect for a child's individuality create a nurturing atmosphere where children excel academically, grow emotionally, and develop social responsibility.*

EASTERN POINT DAY SCHOOL

2010 - 2011

# 2010-2011 Enrollment Contract

## Terms and Conditions

Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

The undersigned understands and agrees to the following terms:

I understand that in signing this contract for the 2010/11 academic year, I agree to submit required information to complete registration and enrollment of the above named student. I also agree to pay all tuition and fees due for this student by December 1, 2010. The parent or guardian must complete this contract for each student, along with a non-refundable \$100 registration fee per new students (\$50 for reenrolling students) and a non-refundable \$500 deposit, which will be applied to your final tuition payment.

### ACCEPTANCE OF SCHOOL POLICIES

I understand that in signing this contract I am agreeing to accept the rules and regulations of EPDS as stated in the Parent's Handbook, which are subject to change. I understand the grounds for enrollment revocation (detailed below), and I also agree to support EPDS as outlined in the "Annual Fundraising Requirements" and "Annual Family Fair Share Program".

I agree with the policy that EPDS will not release any grades and/or transcripts nor will a student be re-enrolled until his or her account has been paid in full. In the event that tuition was not paid in a timely manner, any tuition amount unpaid after January 1, 2011 will be assessed a 9% annual financing charge, which will be compounded monthly. And if the school uses attorneys or other collection means, I agree to pay the additional expenses incurred in the collection process.

### FULL YEAR ENROLLMENT AGREEMENT

It is understood that students are enrolled for the full 2010/11 academic year. The fact that payments are made in installments does not constitute a fractional contract. If a student is absent, withdrawn or dismissed from the school, the obligation to pay the full tuition fee is established and shall continue as if the student were attending and enrolled for the academic year.

**RELEASE AND WAIVER: SPECIAL EDUCATION SERVICES**

I understand that EPDS is not a provider of special education services, and I therefore agree not to hold EPDS accountable for providing such special services. I understand that my child will experience success at EPDS to the extent that he or she can benefit from the design of the program, as it exists for the benefit of the general student body – students of average to above average school skill levels and intelligence. I understand that if special education services are needed, or have ever been recommended for my child, it is my responsibility to secure, provide and cover all expenses for these services.

**Tuition Payment Plan** - The School offers four tuition payment plans. Please check one of the payment plans below.

- Single Payment Plan** - Payment of 100% of tuition plus all fees on or before June 1. If this option is selected a \$150 discount per tuition will be provided for this full payment option.
- Three Payment Plan** - The first Payment is comprised of one third of tuition on or before June 1. The second payment is comprised of the next one third of tuition on or before the first day of school for the calendar year. The third payment (remaining balance) is due on or before the November 1. (Add a \$50 fee for this payment plan.)
- Six Payment Plan**- Payment of 1/3 of tuition by June 1 and the remainder paid in 5 equal payments due August 1, September 1, October 1, November 1, and December 1. (Add a \$100 fee for this payment plan).
- Bank Financing** - For families seeking other payments option, Rockport National bank offers a tuition financing program for EPDS families.

The tuition payment schedule is based on the full tuition. All expanded payment tuition contracts must be secured by a credit card. If your payment is not received by the 7th of the month in which it is due, your credit card will be charged for the tuition plus a 5% service charge to cover the processing and administrative fees. Because of processing costs, if you choose to pay by credit card, a 3% service charge will apply to timely payments. It is requested that all tuition be paid by check. In case of a check being returned for insufficient funds, a \$25.00 fee will be assessed for each occurrence.

**A Major Credit Card is Required to Secure Three or Six Payment Plan Options:**

Credit # \_\_\_\_\_ Exp Date: \_\_\_\_\_

**Non-refundability of Tuition Deposit and Tuition Fees** - The Tuition Deposit and the annual Tuition and Fees are non refundable.

**Cancellation of the Enrollment Contract** - As a small non-profit school, EPDS relies on enrollment commitments when hiring staff and investing in the school for the upcoming year. These decisions are made in the spring and summer of the previous year. Because of this reliance, this enrollment contract may only be canceled in writing on or before June 1, and delivered to the Headmaster at Eastern Point Day School, 8 Farrington Ave, Gloucester, Massachusetts 01930. Any such cancellation after June 1 will result in full tuition responsibility. Any appeals of this condition must be in writing and presented to the Board of Trustees.

**Non-transferability of Tuition Deposit, Tuition and Fees** - The Tuition Deposit and Fees are not transferable and will not be applied to another child's tuition, summer camp fees, or extended day charges.

### **ENROLLMENT REVOCATION**

All reasonable efforts will be made to ensure your child successfully completes the academic requirements of each grade and to prevent any revocation of a child's enrollment. We work hard to provide for the needs of our families within the parameters of the school's philosophy and goals. However, a few situations that may result in the termination of a family from our school are as follows:

1. Non-payment of tuition or lack of adherence to tuition payment policies.
2. Failure to adhere to the policies and procedures in the Parent Handbook.
3. Lack of cooperation by parents with the school's efforts to resolve differences or meet the child's needs through parent/staff meetings or conferences.
4. Abusive behaviors and/or verbal threats by parents toward anyone in the EPDS community.

### **EPDS TO PROVIDE**

In consideration for tuition, Eastern Point Day School agrees to provide the full 2010/11 academic year of education for the above named student.

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**Parent or Guardian of above named student**

**Date**

## Enrollment Tuition Lock Rate Addendum

### TUITION LOCK APPLICATION FORM

I, \_\_\_\_\_ elect to participate in the Tuition Lock Program for  
(Parent or Guardian Name of Student- Please Print)

\_\_\_\_\_  
(Students Name - Please Print)

I would like to participate in the Tuition Lock program which is only available to students whose 2010-2011 enrollment commitment is secured as stated in the above contract by April 15, 2010. I understand the lock in rate is per student and locks the student's tuition rate at \$8500.00 for grades K -8 for academic years 2010-2011 and 2011-2012. My enrollment commitment for the 2010-2011 school year and an early tuition payment of \$1000.00 by May 1, 2010 allows me to participate in this program. The \$1000.00 early tuition payment will be applied as part of my first payment for the 2010-2011 academic year.

I understand the payment to participate in the Tuition Lock Program is non-refundable and have reviewed the information provided.

Signed \_\_\_\_\_ Date \_\_\_\_\_