

### ADMISSIONS PROCEDURE

1. Parents and students obtain a copy of the Parent/Student Handbook and read it thoroughly.
2. Parents call the office and schedule an Admissions Interview with the Principal.
3. Following the interview, the principal will decide if the student is accepted. The Parents then decide whether they want to proceed with enrollment.
4. Parents complete all required paperwork needed for enrollment.
5. Parents pay a **\$250.00** non-refundable registration fee. This fee covers post testing, processing student records, student insurance, and the Yearbook.

**Note:** The school insurance policy is a secondary policy only. The policy will only help defray some of the expense of medical treatment. Parents must assume the responsibility for their child's medical care and treatment.

### TUITION

**The tuition is \$4,800 per student.** Tuition can be paid all at once or in ten monthly payments. The **first** payment is due on **September 1st** and the **last** payment is due on **June 1st**. Payments are due on the **first** day of each month. Accounts not paid by the **tenth** day of the month become delinquent and will be assessed a **\$10.00 per week** late fee. Accounts not paid by the **twentieth** day of the month will result in the student's account being placed on Financial Alert. If the account is not paid by the **last** day of the month, the student may be terminated from enrollment until the financial account is brought current. Seniors must have their financial accounts paid in full before they are allowed to receive their diplomas. All accounts must be paid in full before any records can be released.

### ADDITIONAL EXPENSES

1. College Testing Fees: PSAT, SAT, and the ACT (\$15 - \$50)
2. School and Athletic Uniforms (\$150 - \$250)
3. Lunches (\$4 each)
4. Student Pictures (\$50)
5. Field Trips and Privilege Activities (Approx. \$100)
6. Duplicate Report Cards or Student Handbooks (\$5.00 each)
7. Sports Fee (\$350.00 first sport, \$100 per each additional sport)
8. After School Care (\$4.00 per hour)
9. Student Convention (\$200.00)
10. Kindergarten Graduation (\$50.00)
11. Senior Graduation Fee (\$100.00)

### REFUND POLICY

The school does not refund tuition payments except in special circumstances. Registration fees are not refundable.