

CHRISTIAN BROTHERS ACADEMY, ALBANY, NY (CBA)
2020-21 ENROLLMENT CONTRACT FOR NEW STUDENTS
Please be sure to complete both sides of this contract.

Name: _____ **2020-21 Grade:** _____ **Base Tuition Rate \$** _____

Please enroll my son/student in CBA for the 2020-21 school year in the grade noted above, subject to the student's successful completion of the 2019-20 school year and receipt of a formal acceptance to CBA. As parent/guardian of this student, I understand that I am financially responsible for the payment of tuition, fees, and other legitimate charges.

Enrollment Fee: A \$200 non-refundable fee must be paid and submitted with a *properly completed Enrollment Contract*. Please see Financial Aid section below regarding non-refundable status of the enrollment fee.

Tuition Payment Plan Selection (CIRCLE ONE):

- A. Plan 1: Payment of the Base Tuition Rate (**Gr. 5 & 6: \$11,500, Gr. 7 & 8: \$11,800, Gr. 9–12: \$14,700**), less any applicable tuition discounts, to be paid, in full, on or before July 1, 2020. A late fee of \$25 per month will be assessed if payment is not received by July 1, 2020.
- B. Plan 2: Base Tuition Rate Plus \$75, less any applicable tuition discounts, to be paid in two (2) equal installments on or before July 1, 2020 and December 1, 2020 **through the FACTS Tuition Payment Plan Program**, an online service for which there is an annual fee.
- C. Plan 3: Base Tuition Rate Plus \$250, less any applicable tuition discounts, to be paid in ten (10) equal payments beginning no later than July 1, 2020 **through FACTS**. ***Please note that a minimum of two (2) monthly payments must be made before a student may begin the school year.***

Family Fundraising Program Options (CIRCLE ONE):

During each academic year, the CBA Institutional Advancement (IA) Office coordinates a Family Fundraising Program; the Continuing Education Program (CEP) Raffle. Families may choose to either participate in the program with a stipulated minimum obligation or they may opt to simply have a \$500 Fundraising Fee added to their tuition account. Please indicate below which option you, **as a family**, agree to for the 2020-21 academic year:

- A. Our family **will participate** in the CBA Family Fundraising Program. We understand that if we fail to raise funds in the amount of \$500 (per family) through this program, we will be billed for the shortfall or the difference between the \$500 obligation and the actual amount raised by us upon conclusion of the program. Furthermore, we agree to pay any such shortfall within 30 days of billing. **Please note that donations made to CBA or parent volunteerism are not part of this obligation.**
- B. Our family **will not be participating** in this program. Please add a \$500 Fundraising Fee to our tuition account. We agree to pay the fee in accordance with the Tuition Payment Plan selected above.

Financial Aid (CIRCLE ONE):

- A. Our family **does not intend to apply** for Financial Aid for the 2020-21 school year.
- B. Our family **has or intends to apply** for Financial Aid for the 2020-21 school year. I/we understand that I/we must file the application through the FACTS Grant and Aid Assessment online service and that completed applications are reviewed and awards granted on a first come first served basis. Such applications must be completed by no later than Friday, February 24, 2020 in order to be included in the first round of review. Furthermore, I/we understand that should I/we not be offered a mutually acceptable financial aid award I/we will be eligible to receive a refund of the enrollment fee. Requests for refund of the enrollment fee must be made by April 1, 2020.

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Cancellation and Refund Policies:

If a student is withdrawn prior to the first day of school, the parent(s)/guardian(s) will be responsible for two-tenths or 20% of the annual net tuition (tuition less any applicable discounts).

If a student is withdrawn between the first day of school and October 1, 2020, the parent(s)/guardian(s) will be responsible for one-half of the annual net tuition.

If a student is withdrawn or dismissed after October 1, 2020, the parent(s)/guardian(s) agree to pay the full annual net tuition amount. After October 1, 2020 no portion of such tuition or fees will be forgiven, canceled, or refunded in the event of absence, withdrawal for any reason whatsoever, or dismissal of a student from CBA.

CBA reserves the right to: refuse admittance to class, refuse to allow students to take exams, withhold report cards, refuse graduation, and/or refuse to provide any credits or transcripts for any student whose tuition account is not paid in accordance with this policy.

Acceptance:

The undersigned as the parent(s) or guardian(s) of the above mentioned student intend that he be enrolled as a student at Christian Brothers Academy for the 2020-21 academic year. Hereinafter the undersigned parent(s)/legal guardian(s) shall be referred to as "I", "We" or "parents." I/We understand that in signing this Enrollment Contract, we are executing a legally binding and enforceable agreement. I/we further understand that this contract is neither a divisible nor a fractional contract. The undersigned and the student agree the School reserves the right to discontinue an Enrollment Contract.

I/We agree that the student and parents will comply with the rules, regulations, and other expectations of the School or as hereafter promulgated. I/we further agree that I/we have read, fully understand, and hereby agree to abide by the tuition policies of the school. I/We agree to pay the tuition, net of applicable scholarships or financial aid plus any applicable fees for the 2020-21 academic year according to the terms and conditions set forth herein. The undersigned as the parent(s) or guardian(s) further agree that any reasonable costs incurred by the School in enforcing this contract and collecting outstanding balances, including attorney's fees, will be paid by them. The undersigned as the parent(s) or guardian(s) also understand that the listed tuition does not include miscellaneous fees, such as the fundraising or transportation (Bussing) fees that may be applicable and billed separately.

I/we understand that in accepting any financial aid that may be awarded to this student under separate cover, I/we agree to volunteer our services at the annual CBA phonathon and that such volunteer service hours have no bearing on the Family Fundraising Program described above. Failure to meet this volunteer obligation could result in the revocation of such financial aid.

Parent/Guardian:

Name: _____

Signature _____ Date _____