



CONTINUOUS ENROLLMENT CONTRACT

In consideration of the acceptance of the student enrollment by **Crowley's Ridge Academy**, hereafter referred to as SCHOOL, the parties signing below agree to and understand that the terms and conditions for enrollment are as follows:

Tuition and Fees: The person(s) signing the enrollment contract is(are) the responsible party(ies) for the financial account. The school and responsible party(ies) hereby enter this agreement in good faith regarding the responsible party(ies) obligation to pay all tuition and fees established for the enrolled student as established on the official tuition and fees list (which is attached and incorporated into this agreement by reference). Fees may be added to the monthly billing of the responsible party(ies) as stipulated at the time of registration or during the school year (such as after school care, return check charge, lost books, etc.). Credits for tuition assistance or scholarship programs will be displayed on the monthly billing.

Payment Options and Applicable Fee: The school uses the online tuition-management system FACTS for all tuition payments. The school, in addition to tuition, may charge amounts for athletics, testing, and field trips to the FACTS account. Enrolling in a FACTS tuition payment plan allows you to select a payment option that best suits your financial needs. Parents can choose a one-time, bi-annual, or monthly payment for tuition. FACTS offers two payment methods: credit (debit) card and automatic bank draft. If parents pay with a credit or debit card, there will be an added processing fee per transaction. FACTS accounts must be kept current at all times.

Payment Due Dates and Default Penalties: Failure by the responsible party(ies) to meet the terms and conditions contained herein may result in one or all of the following: (1) the immediate loss of enrollment and attendance privileges, (2) the remaining, pro-rated balance of the account will be due upon withdrawal of enrollment, and (3) the account will be turned over for collections. The school, in its discretion, may turn this account to a collection service and/or bring suit against the responsible party(ies), jointly or severally, for failure to meet the terms of this agreement. The responsible party(ies) shall not be released from the obligations herein, due to the failure or delay of the school in taking legal action against the responsible party(ies) or any negligence or failure to act by the school and any such delay or failure to act shall not constitute a waiver. In the event of default, the responsible party(ies) shall pay all costs of collection of the school, including but not limited to attorney fees.

Student Withdrawal: The responsible party(ies) agree to notify the Administrative Office promptly in writing should the student be removed from the school and the enrollment terminated. Responsible party(ies) understand and agree that tuition or other fees may be prorated according to the date of the enrollment termination or the date of written notice to the Administrative Office, whichever is later. A withdrawal fee will be charged per student withdrawn. If a registered student is withdrawn, as outlined above, the responsible party(ies) is/are responsible to pay and agree to pay a withdrawal fee on the following basis:

Withdrawal by or During:	Percentage of Amount Due
May 1 to July 15:	10% of annual tuition
July 15 to Prior to First Day School:	25% of annual tuition
First Semester of School:	50% of annual tuition
Second Semester of School or Later:	100% of annual tuition

Scholarship & Voucher Funding – Withdrawal Reminder: Families utilizing Arkansas Education Freedom Account (EFA) funds or any other scholarship or voucher funding acknowledge that such payments may not cover all charges associated with withdrawal. Scholarship and voucher funds are disbursed on a set schedule and only for periods in which the student is actively enrolled. As a result, the responsible party(ies) remain fully responsible for all tuition, fees, or withdrawal-related charges not paid by scholarship or voucher funds.

Mutual Separation Clause: In certain circumstances, the school and the family may mutually agree that the termination of the student’s enrollment is in the best interest of the student and the school. In the event of such a mutual separation, all withdrawal fees outlined in this policy shall be waived, and tuition or other fees will be prorated only through the agreed-upon effective date of termination.

General: The responsible party(ies) understands that the school will not release transcripts or records unless all accounts are paid in full. All rates and fees related to the contract are provided on the published Tuition Schedule. The signing of this enrollment contract constitutes acceptance of all terms and conditions within this document by the parent/guardian enrolling the student. The responsible party(ies) understand that at the option of **Crowley’s Ridge Academy**, payment history may be reported to the national credit bureaus. The school is authorized to release accurate information concerning the responsible party’s(ies’) account with the school to other private schools, collection agencies, or credit reporting companies and the responsible party(ies) hereby release the school and its employees, agents and officers from liability in connection with providing information regarding an inquiry from such an entity. The invalidity of any portion of this agreement will not and shall not be deemed to affect the validity of any other provision. In the event that any provision of the Agreement is invalid, the parties agree that the remaining provisions shall be deemed to be in full force and effect. These financial terms and conditions shall bind the responsible party’s(ies’) successors, heirs, administrators and legal representatives. I hereby accept a place at **Crowley’s Ridge Academy**, for my child for the current academic year (a separate Enrollment Contract must be completed for EACH student enrolled).