

# KAUA'I PACIFIC SCHOOL ENROLLMENT CONTRACT

**Student Name:** \_\_\_\_\_ **Grade in 2011/12:** \_\_\_\_\_

**Student Name:** \_\_\_\_\_ **Grade in 2011/12:** \_\_\_\_\_

**ENROLLMENT FEE:** Enclosed is a check for the **NON-REFUNDABLE FEE** in the amount of \$300, which I understand will reserve a place for the student(s) named above for the 2011-2012 school year. The fee **will not** be refunded if we fail to enter or if we withdraw from the school for any reason or at any time, except in the case that initial Financial Assistance needs are not met by Kauai Pacific School prior to the 2011/12 school year.

**TUITION:** I understand that by signing this contract I will be responsible for tuition for the entire school year even if I choose not to have my child attend Kaua'i Pacific School in August, withdraw at any time during the school year or if my child is dismissed at anytime during the school year. I understand that if my child enrolls in Kaua'i Pacific School after the first day of a trimester, I will be charged for the current trimester and the subsequent trimesters.

**PAYMENT:** I understand that the tuition payment for the 2010-2011 school year may be made on an annual basis with payment due on **August 1, 2011**; a semi-annual basis with payments due on **August 1, 2011**, and **December 1, 2011**; or on a monthly basis. All payments are to be made through FACTS. A monthly payment plan will begin on **June 1, 2011**. If I choose the FACTS monthly payment option, funds will be automatically withdrawn from my account on the 5<sup>th</sup> or 20<sup>th</sup> of each month. **In the event that there are insufficient funds in my account, FACTS will automatically assess a late fee and my bank may also assess a bank charge to my account.**

**UNPAID BALANCES:** I understand that tuition must be current in order for my child to attend school. For annual and semi-annual families, current means that annual and semi-annual payments must be made by the stated deadlines. If not, my student must remain out of school until full payment is made. For FACTS families, current means that arrangements for FACTS must be made for the full tuition balance by August 1st. If my family enrolls after August 1st or if my family does not sign up for FACTS by July 1st, then I understand that the FACTS paperwork must be submitted with the enrollment fee and first month's tuition before my child can attend school. Should I fail to meet the stated deadlines that correspond with the payment method I have chosen (see attached tuition schedule), I acknowledge and understand that in addition to my child not being able to attend school that I will be charged a late fee on the last day of each month in the amount of \$25 plus 1% interest on the total outstanding tuition balance. This late charge and interest **will continue each month** until the outstanding balance is brought current. **Kaua'i Pacific School** also reserves the right to refuse to re-enroll my child for the following year and/or release student transcripts if an unpaid balance remains at the end of the school year, as well as pursue collection efforts. Any expense incurred to collect tuition (such as collection agency or attorney) will be at my expense.

**HOLD HARMLESS CLAUSE:** I give permission for the student named above to take part in any and all activities authorized by the school. This includes, but is not limited to, sports and any field trips. I release the school from any and all liability for any damage or injury suffered by the student in connection with these activities. I do also agree to indemnify and hold Na Kamalei dba **Kaua'i Pacific School** harmless for any loss that may occur or damages that may result in any claim submitted by or on behalf of my child.

**MEDIA RELEASE:** I hereby give **Kaua'i Pacific School** permission to use photographs of my child in school publications, newspapers, videos and promotional literature.

**PARENT PARTICIPATION:** Parents/guardians of each student are asked to participate in a minimum of 10 hours of school related activities.

**I HAVE READ AND AGREE TO THIS CONTRACT. THIS CONTRACT IS DUE BY MARCH 30, 2010 OR WITHIN FIFTEEN DAYS OF RECEIPT IF RECEIVED AFTER MARCH 16, 2010 IN ORDER TO SECURE A SPOT FOR MY CHILD FOR 2011-2012.**

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

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

**KPS Administration Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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## FOR OFFICE USE ONLY:

Payment Method:

Check \_\_\_\_\_

Cash \_\_\_\_\_

Money Order \_\_\_\_\_