



## Tuition Contract

(Please complete *both sides* of this form.)

### Child's Name

\_\_\_\_\_

Last

First

### Home Address

\_\_\_\_\_

Street

\_\_\_\_\_

City

State

Zip

Payments may be made by check, cash, money order or electronic funds transfer.

### Please Select Payment Plan

\_\_\_\_\_ Single Payment Plan (*Due September 1*)

\_\_\_\_\_ Semester Payment Plan (*Due September 1 and January 10*)

\_\_\_\_\_ Nine Payment Plan (*Due monthly September 1 – May 1*)

\_\_\_\_\_ Electronic Funds Transfer (*Complete attached form*)

### Responsible Party

Name

\_\_\_\_\_

First

Last

M

Relationship to Child

\_\_\_\_\_

Home Address

\_\_\_\_\_

Street

\_\_\_\_\_

City

State

Zip

Phone

\_\_\_\_\_

Home

Cell

Email

\_\_\_\_\_

## Terms and Conditions

1. I/We, the undersigned, jointly and severally, agree to pay tuition in accordance with the tuition and fee schedule.
2. I/We, the undersigned, jointly and severally, agree to pay any other charges legitimately assessed by Grace Lutheran School.
3. I/We, the undersigned, jointly and severally, understand and agree to the conditions that:
  - a. Installments are due on the first of the month and will be assessed a late fee after the tenth of the month. A discount will be given for yearly tuition paid in full before September 1.
  - b. Student accounts will be reviewed on the 10th of every month. All families with delinquent accounts will be afforded the opportunity to bring the account current by the 28th of the month in which the payment is late. The student may be withheld from classes, suspended or dismissed if his/her financial account is 28 or more days delinquent for any reason; and I/We remain liable, nonetheless for the full payment of said financial account which shall become immediately due and payable without notice.
  - c. If suit should be brought on this account to enforce payment, the undersigned, and each of them, agrees to pay costs of suit in such sum as the court may fix as attorney's fees.
  - d. If a student's account is delinquent, the school reserves the right to curtail student attendance to a level equal to payment. If the student is signed up for full day classes and the undersigned are in arrears for tuition, the student will be reduced to half day classes. Furthermore, no half day student who is in arrears will be able to sign up for optional full day classes (Play Pals) until account is current.
  - e. All checks or EFT transactions returned from the bank for any reason will be assessed a \$20 returned item charge. This is in addition to any charges that may be assessed by any bank. The school reserves the right that all future payments be made in the form of a cashiers check, money order, or cash.
  - f. Upon dismissal or withdrawal of the student for any reason, the undersigned, and each of them, agrees that the current year tuition balance due shall be the total of payments normally due through the end of the month in which the student withdraws, according to any payment chosen by the undersigned and described on the reverse (or above depending on layout of this paper). This amount plus other previous charges shall be immediately due and payable upon withdrawal.
  - g. The administrator reserves the right at all times, for any cause she may consider sufficient, to suspend or dismiss the student.

Parents/Guardians must sign this contract below. No student will be allowed to enroll for the school year without a completed contract on file with Grace Lutheran School. Altered or incomplete contracts will not be accepted.

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Father/Guardian (Please Print)

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Mother/Guardian (Please Print)

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Father/Guardian Signature

Date

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Mother/Guardian Signature

Date