

# FINANCIAL AGREEMENT 2011-2012

Name of financially responsible party(s): \_\_\_\_\_  
 Address: \_\_\_\_\_ City, state, zip: \_\_\_\_\_  
 Phone -- Home: (\_\_\_\_) \_\_\_\_\_ Work: (\_\_\_\_) \_\_\_\_\_ ext. \_\_\_\_\_ Cell: (\_\_\_\_) \_\_\_\_\_  
 Father's Email: \_\_\_\_\_ Mother's Email: \_\_\_\_\_

CAMPUS: *(please check)*

Bellevue     Bothell     Everett  
 Lynnwood     Martha Lake  
 Mountlake Terrace

START DATE: \_\_\_\_\_

Student Name	Grade

<i>To be completed by office only</i>			
Application	Registration	Materials	Yearly Tuition

**Total Due at Registration:** [ ]

Includes: *Application* \_\_\_\_\_ [ ]  
*Registration* \_\_\_\_\_ *Building* \_\_\_\_\_  
*Foreign Student* \_\_\_\_\_ *Incidental* \_\_\_\_\_

**Total Due July 15:** [ ]  
*Materials* \_\_\_\_\_

**Monthly Payment Amount:** [ ]  
*Includes P.I.P.* \_\_\_\_\_

**\* EXPLANATION OF FEES ON REVERSE**

The annual cost of education and tuition is levied on a *per-year* basis and is determined by the School Board of Cedar Park Christian Schools.

To assist you in the payment of the yearly tuition, you must choose one of the following plans: *(check one)*

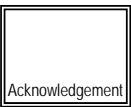
<input type="checkbox"/> I choose to pay the full annual tuition by August 15. <i>A 3% discount on tuition will be available if all accounts (including P.I.P. fees) are paid in full with cash, check, or money order by August 15.</i> <small>(3% discount is not available to International Students requiring an I-20)</small>	<input type="checkbox"/> I choose to pay the annual tuition in ten equal monthly payments. <i>The first payment is due August 15, and the final payment is due May 15.</i>
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**(CHECK ONLY IF APPLICABLE):**

The undersigned attests that I/we are registered members of Cedar Park Assembly of God Church, and therefore qualify for a 10% tuition discount. The Church Member Discount will be applied to tuition after any and all other applicable discounts.

Tuition payments are due on the fifteenth day of each month. Payments received after the twenty-fifth day of the month will accrue a late penalty in the amount of \$30.00. School policy states that dismissal will result if payment arrangements acceptable to the School have not been made within thirty days of the account becoming delinquent. Furthermore, the delinquent account may be submitted for collection assistance and the student(s) may not be allowed to return to school unless and until the delinquent account has been satisfied. Any fees incurred for collection of delinquent accounts, including attorney fees, shall be paid by the financially responsible parent/guardian.

A \$20.00 fee will be assessed to all returned checks. There is no reduction in tuition for holidays, vacations, illnesses, absences or emergency closures. Returning families must be current in all financial accounts prior to re-enrollment.



For students withdrawing from the School, a written Notice of Withdrawal must be submitted to the School Office thirty (30) days before the withdrawal date. Failure to submit a completed Notice of Withdrawal form thirty (30) days prior to withdrawal results in the assessment of a penalty equal to one-tenth of the annual tuition amount. Should you decide not to attend the fall semester, notification must be received in writing on or before August 1. Please initial the box at left to acknowledge that you have read and understand this Withdrawal Policy.

Cedar Park Christian Schools ("School") is an integral part and a ministry of Cedar Park Assembly of God Church. The Church has the right to use church funds for school expenses or purposes. Additionally, CPCS herein reserves the right to use the school finances in any way or manner we deem necessary, including using school funds for church expenses or purposes. Further, any designations of funds are merely suggestions and are not binding upon CPCS.

All payments made on an account will be applied to the oldest outstanding invoice in the following order:  
 1. Application and Registration Fees    2. Materials and Supplemental Fees    3. Tuition

Cedar Park Christian Schools reserve the right to grant an exception to this financial policy on a case-by-case basis and an exception granted to one individual applies only to that individual and does not apply to any other individual, parent, or guardian whose child/ward attends the school.

Families of students who do not return textbooks by the end of the school year, or when a student withdraws from CPCS if sooner, will be assessed a penalty up to \$100.00 per textbook. This penalty will be refunded, less a \$15.00 handling fee, if the book is returned before the beginning of the next school year.

All disputes and claims related to the Student's participation and/or enrollment at the School including but not limited to, any statutory or common law claims for discrimination, breach of contract and all other claims shall be resolved by mediation and binding arbitration. Mediation and arbitration shall be before a mutually acceptable person who: is a practicing attorney with a minimum of ten years experience or a retired judge, and a member of an Assemblies of God church. In the event that the parties cannot agree on such a person, each shall appoint a qualified person and the two shall agree on a third qualified person to be the sole mediator or arbitrator. The arbitrator shall not be the same person as the mediator. The parties hereby incorporate, and the arbitration shall follow, the procedures of Chapter 7.04 RCW. The laws of the State of Washington shall govern.

I/we understand that failure to meet the terms of this financial agreement may result in immediate dismissal and that report cards, transcripts and diplomas will be withheld if required payments are not made.

THE UNDERSIGNED hereby acknowledges that the above agreement has been carefully read, understood and agreed to by affixing signature(s) below.

\_\_\_\_\_  
*Father's signature (or financially responsible party)*                      *Date*                      *Mother's signature (or financially responsible party)*                      *Date*

**\* EXPLANATION OF FEES ON REVERSE**

FEES:	
Application:	This non-refundable fee must be submitted with the Application for Enrollment and is assessed to any student not enrolled in Cedar Park Christian Schools during the 2010-11 school year.
Registration:	This non-refundable fee must be submitted with the Application for Enrollment or Re-Enrollment Application.
Materials:	This fee includes the use of textbooks, workbooks, testing materials, and other supplies and equipment. The Materials Fee is due on July 15 and is non-refundable after the first day of school. A late charge of \$30.00 will be assessed to all delinquent fees after July 25.
International Student:	This fee is non-refundable and must be submitted upon acceptance or re-enrollment for every student requiring an I-20. Please note that the entire year's tuition and all applicable fees are due in full upon acceptance or re-enrollment, and are non-refundable.
P.I.P.:	This fee is required in accordance with the Parents-In-Participation Program and is assessed at \$200.00 per family.
Building:	The Building Fee must be submitted with the Application for Enrollment and is assessed to families with no student enrolled at CPCS in Kindergarten through 12 <sup>th</sup> grade during the 2010-2011 school year. The Building Fee helps meet the continuing building needs of the School and is non-refundable after the first day of school.

*JB: RegistrationForms/2011-2012/Financial Agreement 11-12.doc*