



Student Name(s):

First	Last	Grade Entering
First	Last	Grade Entering
First	Last	Grade Entering
First	Last	Grade Entering

Continuous Enrollment

In order to provide our families with a simpler process, students are continually enrolled from their initial enrollment into Granville Christian Academy until their graduation or the termination of this agreement by means of withdrawal from the school. Accordingly, the term of this agreement shall be in effect from the date of enrollment and shall renew automatically for each successive academic year until graduation from GCA, unless this agreement is terminated by GCA or written notice of termination from the parent/guardian is received by March 15th of each year. If a student(s) will not be returning the following school year, the parent/guardian assumes all responsibility for retrieving an Opt-Out form from the school office and submitting said form back to GCA by March 15th of the current school year. If such notice is not received, the student will be considered enrolled for the following school year as of March 16th. GCA reserves the right to amend this agreement as needed with reasonable notice.

Tuition

Tuition for the following academic year will be published each year, no later than February 15th. Tuition shall be paid either in full, semi-annually, or in predetermined monthly increments. All tuition payments will be made through the FACTS management system starting in the 2021-2022 school year. Special arrangements are set up for scholarship recipients. The parent/guardian will select a payment option below that will be rolled over each year unless the Finance Office is notified in writing that one of the other payment options is preferred.

- I hereby opt into Continuous Enrollment. This means that my child(ren) will be returning to GCA every year unless I notify the school in writing of an enrollment change.
- I understand that my tuition preference selected below will apply to all years going forward until such time as I have notified GCA of any changes or plans to withdraw my children. I also understand that the tuition amount may change each year.
- I understand that I have until March 15 every year to notify the school of any changes in my plans of enrollment for my child(ren).
- If I breach this contract by withdrawing my child(ren) on March 16th through July 31st, I understand that I will be contractually obligated to pay a \$500 Late Withdrawal Fee per child as a penalty. This fee will be automatically withdrawn from my FACTS account within 14 business days of the submission of my child(ren)'s withdrawal paperwork.
- I understand that if I withdraw my child(ren) on or after August 1st, I will be contractually obligated to pay 1/10 of the full amount of tuition (the full amount of tuition does not include any discounts or financial aid received) for each month that each student was enrolled. I understand that if my child(ren) is enrolled for any portion of a month, the entire month's tuition must be paid.
- Unique circumstances: Granville Christian Academy recognizes that family plans change. For any unique circumstances (such as the following), families withdrawing after March 15 will be exempt from the Late Withdrawal Fee penalty:
 1. Relocation 25+ miles away from Granville Christian Academy.
 2. Withdrawal at the request of Granville Christian Academy.
 3. Other circumstances approved by Granville Christian Academy Administration.
- We agree to the missions, vision, and statement of faith of the school and agree to partner with GCA in our child(ren)'s spiritual formation.
- We agree to support the guidelines and policies of GCA and have read and are in agreement with the GCA Parent/ Student Handbook (a digital copy of the handbook can be found at www.granvilleca.org).
- We agree to pray for GCA: the leadership, staff, and students.

Parent/Guardian: _____

Date: _____

Parent/Guardian: _____

Date: _____

Student Name(s):

First	Last	Payment Option #
First	Last	Payment Option #
First	Last	Payment Option #
First	Last	Payment Option #

We agree to pay all tuition/fees, assessments, and fines as they occur during the school year. We understand that, if our tuition/fee is two months in arrears, our children will be unable to attend school until payment is current. We understand that an annual FACTS fee per family is deducted by FACTS from our bank account. This fee is non-refundable and is subject to change as FACTS determines. Please choose your preferred payment method from the options below and place it on the provided lines above:

- Option 1: Full Pay | GCA families who elect to pay for tuition in full may pay by cash or check; payment for the 2020-2021 school year should be delivered to the Finance Office by July 1st. For the 2021-2022 school year, this payment will be due in June through FACTS.
- Option 2: Semi-Annually | GCA families who elect to pay for tuition with two payments pay through FACTS. These payments will be due in July and January for 2020-2021. For the 2021-2022 school year, the payments will be due in June and January.
- Option 3: 11-Month | GCA families who elect to pay for tuition monthly pay through FACTS. These 11 monthly payments begin in July and end in May for the 2020-2021 school year. For the 2021-2022 school year, this option will automatically be changed to a 12-month plan with the first withdrawal in June.
- Option 4: 12-Month | GCA families who elect to pay for tuition monthly pay through FACTS. These 12 monthly payments begin in June and end in May for both the 2020-2021 and 2021-2022 school years.
- Option 5: EdChoice Scholarship | GCA families who are EdChoice scholarship recipients through the Ohio Department of Education will have special payment arrangements set up through the GCA Finance Office.

For billing purposes, please list the individual(s) and percentage of responsibility for tuition and fee payments:

Name: _____ Name: _____

Address: _____ Address: _____

Percentage or amount: _____ Percentage or amount: _____

July tuition (2020-2021 School Year) or June and July tuition (2021-2022 School Year) must be paid in order for a student to begin school at the start of the year. For returning students, tuition from the previous school year must be paid in full in order for a student to return the following year.

Tuition must be paid in full each month in order for a student's position at Granville Christian Academy to remain secured. If tuition is not paid before the last day of the month, parents will receive a tuition arrears letter indicating the amount owed. If payment for the previous month and current month are not paid in full by the due date of the current month, parents will receive a letter indicating that their student's last day of school will be the last school day of the current month.

Should a family experience financial hardships that affect their ability to meet the tuition obligation agreement, they may request a temporary payment arrangement by contacting the Granville Christian Academy Finance Office. The family's situation will be reviewed by the administration, and the possibility of special arrangements may be considered.

Parent/Guardian Signature: _____ Date: _____

Return completed form to:

Granville Christian Academy: Attention - Enrollment Director
1820 Newark Granville Road, Granville, Ohio 43023
Forms can also be emailed to admissions@granvilleca.org