



Harvest Baptist School

3460 Kellogg Creek Rd

Acworth, GA 30102

(p)770-974-9091 (f)770-974-9453

(w)www.HarvestBaptistSchool.org

1. APPLICATION FEE:

The application fee is \$150.00 (\$75.00 for PK3) per child, which must be paid at the time of application and is non-refundable. Payment of the fee will reserve a student's place in the appropriate class for the coming year. Re-enrollment is \$75.00 (\$50.00 for PK3) per child if payment is received by March 8, 2010.

2. MATRICULATION FEE:

The matriculation fees are as follows:

\$200.00 per child in PK3

\$375.00 per child in PK4-K5

\$450.00 per child in grades 1-11

\$375.00 per child in grade 12

Matriculation fees are due by July 1 and are non-refundable after that date. Payment of this fee covers such items as textbooks, GACS & AACS association fees, student insurance, yearbook, athletic admission to home games, SAT achievement testing, access to Parents Web, field trip fee, teacher supplies, information technology and student record maintenance.

3. TUITION:

Tuition is a flat annual rate based on the grade enrolled. Full payment may be made, or to facilitate payment, you can choose a 10 month payment plan. A discount is given for multiple child families.

A. Payment in full: Tuition is due by August 1st. (no exceptions)

B. 10-Month Payment Plan: Tuition payments are made in ten monthly payments, August 1st – May 1st. The first tuition payment is due on August 1st. Subsequent tuition payments are due on the first day of each following month. The due date for the last tuition payment of the school year is May 1st, which must be paid in full before enrollment for another year can be finalized for final records can be released.

4. OTHER FEES:

The following fees will be billed at pre-determined times throughout the year. Even though a student may engage in several activities before the related fees are billed, billing is spread out for the benefit of the parents. These fees apply to only students involved in the activity, are payable at the time they are billed, and are considered late after the 10th of the month. Fees will be billed according to the following schedule:

OCTOBER \$ 125.00 GIRLS VARSITY VOLLEYBALL

\$ 400.00 BOYS VARSITY FOOTBALL

NOVEMBER \$ 30.00 BIOLOGY & CHEMISTRY FEE

\$ 25.00 PHYSICAL SCIENCE LAB FEE

DECEMBER \$30.00 GACS FINE ARTS PARTICIPATION FEE
(individual event charges will vary and will be charged)
JANUARY \$125.00 BASKETBALL VARSITY BASKETBALL
\$50.00 BOYS ELEMENTARY BASKETBALL
\$50.00 GIRLS ELEMENTARY BASKETBALL
MARCH \$100.00 GRADUATION FEE- GRADE 12
\$50.00 GRADUATION FEE- GRADE K5
(includes cap and gown purchase)

5. LUNCH PROGRAM:

The student may order lunch each day by notifying the teacher the morning of. Student lunches must be pre-paid and there must be a credit in the Lunch account.

6. OTHER COSTS:

Other costs that may be incurred include school pictures, team sports pictures, school jackets, fundraisers, classroom activities and parties, athletic tournaments, chapel curriculum, remedial curriculum helps, piano lessons, or tutoring

7. LATE PAYMENTS:

Unpaid accounts become delinquent if the office has not received payment by the first business day after the 10th of the month. (If mailing, please allow time for delivery.) A \$25.00 late charge will be assessed per family for each month that an amount billed remains delinquent.

8. SERIOUS PAYMENT DELINQUENCY:

If an account becomes more than 60 days delinquent the child/children must be withdrawn from school (excluding minor miscellaneous charges for lunch, after-care, etc.) We must maintain this policy to insure the financial stability of our school. A meeting between the parents and administrator may be requested if there are unusual circumstances requiring delinquent payments, at which meeting special arrangements may be approved.

9. END- OF- YEAR PAYMENT DEADLINES:

All accounts must be paid in full by the 15th of May. In order to facilitate this requirement, in May the 60 day past due limit will change as follows:

- A. On the first day of school on or after May 1st, all accounts will be reviewed, and a student will be permitted to attend school past that date only if all tuition and fees due through April 1st have been paid. (Exceptions may only be granted by the school administrator.)
- B. On the first school day on or after May 15th, all accounts will again be reviewed, and a student will be permitted to attend school past that date only if all tuition and fees due through May 1st have been paid. (Exceptions may only be granted by the school administrator.)

10. RETURNED CHECKS:

A \$25.00 charge will be added to an account for each returned check.

11. PREVIOUS BALANCE:

Re-enrollment for a new year is not finalized until a student's account from the previous year has been paid in full. No student may begin school if payment from a previous year is still outstanding. (Exceptions may be made by the school administrator).

12. PAYMENT LOCATION/PAYABLE TO:

All payments are to be mailed or delivered to the school business office or may be processed online through the Parents Web website. Make checks payable to Harvest Baptist School.

13. AFTER SCHOOL CARE:

Harvest Baptist School After-Care services end at 6:00pm. Should a parent run late however, supervision will still be provided at a charge of \$5.00 for each 15 minutes or part thereof after 6:00pm.

14. IF A STUDENT IS NOT ACCEPTED:

If for any reason a student is not accepted by HBS, tuition paid in advance will be refunded, with the exception of a \$30.00 processing fee.

15. IF A STUDENT WITHDRAWS:

- A. Prior to school opening: any tuition paid in advanced will be refunded, with the exception of a \$30.00 processing fee.
- B. After school begins: there will be a \$100.00 withdrawal fee for each student that withdrawals during the school year. Application and Matriculation Fees are non-refundable. Even though tuition is paid over 10 months, tuition charges will be pro-rated on a 36 week basis. A full week will be counted if a student has attended any part of that week. After a student has withdrawn, any tuition that has been pre-paid for all remaining full weeks will be refunded. All other pre-paid fees will be refunded if the student has not engaged in the activity related to the fee. Fees that have not yet been billed will be included in the final balance due, for those activities in which the student has already taken part.

16. RECORDS RELEASE:

Transcripts, official records, and final grade reports will not be issued until all financial matters are settled in full.