

Tuition and Fees

A formal enrollment/tuition contract must be completed and signed before the first day of class can be attended. **Upon signing of the contract, the parents or legal guardian(s) are responsible for the full payment of the tuition for each course for the entire academic year.**

This contract can be cancelled if a family provides documentation that they will be moving more than 45 miles away from the school or if Cross Creek Board of Directors agrees to dissolve the contract.

All tuition charges and fees are due at the time of registration; unless a Deferred Payment Plan has been accepted by the Administrator or the Board of Directors. Application, registration, lab, music, books, testing, technology, graduation and any other materials fees are payable at the time of registration and are non-refundable.

Drop/Add Policy (Tuition Refunds/Credits)

All requests for dropping and adding classes must be made in writing. A drop/add form must be completed in order to drop or add a class after initial enrollment. Classes dropped can be replaced with a class of equal or greater value with no penalty.

Classes being dropped will be charged at the following rates:

- . No charge for classes dropped through October 1
- . 50% of remaining tuition to be charged for classes dropped through December 31
- . 100% of tuition to be charged for classes dropped after January 1

Late Fees/Returned Check Fee

A late fee of \$25 is assessed for outstanding balances received after the 10th of each month. Returned payments due to closed accounts or insufficient funds will be assessed a \$35 fee.

Overdue Accounts

Accounts that are overdue will be reviewed by the Board of Directors, which reserves the right to dismiss the student(s) from the school when the family account is overdue by 30-days or more and satisfactory arrangements for payment have not been made.

Account balances that must be turned over for collection with an outside agency will have collection cost, including court cost and legal fees, added to the account.

All financial obligations must be current prior to registration for the following year. Cross Creek will not release student(s) grades, transcripts, records, or diplomas until your account is current.

By signing below I represent that the above policies have been discussed with me, I understand and agree with them.

Administration

Parent/Guardian

Date