

**HIGHPOINT ACADEMY, INC.**  
**ANGIE EXCEPTIONAL STUDENT EDUCATION PROGRAM (ESE)**  
**2008-2009**  
**AGREEMENT FORM**

Student's Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Sex: \_\_\_\_\_

School previously attended: \_\_\_\_\_

Address: \_\_\_\_\_ Home Phone: (     ) \_\_\_\_\_  
\_\_\_\_\_ Zip Code: \_\_\_\_\_

Mother's Name: \_\_\_\_\_ WorkPhone: \_\_\_\_\_ Pager/Cell? \_\_\_\_\_

Father's Name: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Pager/Cell? \_\_\_\_\_

**TERMS OF AGREEMENT**

1. The annual tuition is based on a 10-month school year. Tuition may be paid in the following manner:
  - **Monthly** (10 payments due the 1<sup>st</sup> day of each month, from August thru May).
  - **Quarterly** (3 payments, in advance, due on August 1<sup>st</sup>, November 1<sup>st</sup>, & March 1<sup>st</sup>).
  - **Annually** (full tuition paid in advance ~ \$100.00 discount).
  
2. Tuition is based on a 10-month School Year. Payments are due IN ADVANCE and are due on the 1<sup>st</sup> of each month, starting in August. I UNDERSTAND NO DEDUCTIONS WILL BE MADE AND NO MONIES WILL BE REFUNDED FOR ANY DAYS, WEEKS OR MONTHS MY CHILD IS ABSENT FROM SCHOOL. Vacations or long illnesses will not be deducted from Tuition. Tuition must be paid in order for student to maintain enrollment. **All payments made to the school are NON-REFUNDABLE.** Highpoint Academy will not be required to refund any monies if, at any time, the student is expelled by the school administration or withdraws by choice.
  
3. **LATE PAYMENTS:** A **\$35.00** late payment penalty will automatically be added when tuition is paid **on or after the 10th day of each month.** Students whose accounts are **15 days past due** will not be admitted in school until tuition is paid. If monthly tuition is not paid by the end of the month, student may be automatically suspended or expelled. *Account will be submitted to a collection agency. If applicable, Parents will be liable for all collections costs, including Attorney's fees and Court costs.* There is a **\$35.00** penalty charge on all checks returned by the Bank.
  
4. Progress Reports, Copies of IEP's, Evaluations, Transcripts and Exams will NOT be issued to parents with past due Accounts. This includes amounts due for either Registration Fee, Tuition, late payment penalties or returned check penalties, late pick-up charges, extra-curricular activities fees or any fund-raising proceeds that are owed.
  
5. Highpoint Academy, Inc. its Owners, Directors, Employees and/or volunteers will not be liable for any claims due to injuries, accidents or incidents suffered during school hours or while participating in any extra-curricular activities. The insurance benefits cover emergency treatment ONLY.
  
6. **ADDITIONAL FEES:** There will be additional fees for Psycho-Educational Evaluations and/or individual student or family counseling and/or Speech and Language Therapy. Extra-curricular classes such as Ballet, Piano, Gymnastics, Cheerleading, Drama or Art may be offered for additional monthly fees. These fees will vary and will be charged separately. All payments for these additional services must be made payable to each individual Therapist, Specialist or Extra-Curricular Instructor or Coordinator.
  
7. Highpoint Academy does not own any vehicles. Our transportation is sub-contracted. Therefore, individual arrangements must be made directly with any bus Driver/Owner as to fees, hours, etc. All payments are to be made directly to the bus Driver/Owner. Highpoint Academy is not liable for any accidents or incidents occurring while student is being transported to and from school or during a Field Trip or Extra-Curricular activity.
  
8. Our school is open at 7:00 a.m. and closes at 5:00 p.m. sharp. After 5:00 p.m., a late pick-up charge of **\$3.50 for every 15 minutes**, or fraction thereof, must be paid directly to staff member assuming responsibility for your child after closing hours. These late pick-up charges also apply on Parent-Teacher Nights when our school closes at 3:00 p.m. sharp.

