



Brentwood Christian School

Continuous Enrollment Contract

Each Student Must Have an Individual Contract

By signing the Brentwood Christian School Continuous Enrollment Contract, Parents/Legal Guardians agree to the following:

- A. I hereby opt into Brentwood Christian School's (BCS) Continuous Enrollment (CE). This means I agree to the CE Policies and that my BCS student will remain at BCS until graduation unless I complete the withdrawal process.
- B. I understand that this agreement is only for the student listed at the conclusion of the contract.
- C. I understand that the terms and conditions included in the Continuous Enrollment Contract, which is signed for the upcoming school year, also applies to all years moving forward.
- D. I understand that I have until February 1st every year to notify BCS of any changes in my plans for Continuous Enrollment for my student.
- E. I understand that a non-refundable "seat fee" of \$375 will be charged for my student as a hold on that seat and will be charged automatically each February 1st.
- F. I understand that this contract will apply to all years going forward until my student's graduation unless I withdraw my student by completing the withdrawal process as defined in BCS policy.
- G. I understand that school records will not be released for any family with an outstanding balance. This includes any current or past school year fees, as well as any fees for the upcoming school year, or withdrawal fees.
- H. I understand if I have an outstanding balance after May 25th without an approved plan for remittance, then my student will not have a guaranteed seat for the following school year.
- I. I understand that if I withdraw my student on or after February 1st of every school year, I will be contractually obligated to the following late withdrawal fees:
 - a. February 1st – February 28th: \$600 per child
 - b. March 1st - March 31st: \$1,500 per child
 - c. April 1st - April 30th: \$2,500 per child
 - d. May 1st – 1st day of school: Full Tuition
- J. I understand that tuition and seat fees are subject to annual increases, and I acknowledge that BCS will publish this information for review each January.
- K. Under the following unique circumstances, a family will not be charged for withdrawing their student for the following year after February 1st:
 - a. It is determined by the BCS Administration that it can no longer meet the educational needs of the student.
 - b. Withdrawal at the request of BCS for the following school year. If your student is dismissed from BCS during an existing school year, you will be financially obligated for the current full school year.
 - c. Proof of relocation of 50 miles or more from BCS



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- d. The family has completed the application for FACTS Financial Aid and it has been determined by BCS administration that the amount of recommended aid is not sufficient.
- L. I understand and agree that BCS may modify this agreement at any time. In such cases, when BCS has made a modification, BCS will notify parents by email and by placing the updated version of the agreement with the effective date of the modification on the BCS website – parent portal.
- M. I have read the BCS Parent-Student Handbook and understand the mission and policies of BCS. By signing this contract, I agree to support BCS in policies, code of conduct, and missional expectation.
- N. BCS reserves the right to suspend, dismiss, and/or expel a student at any time if, at the sole discretion of the Head of School, that student's progress, conduct, behavior, and/or influence on or off campus is not satisfactory or in keeping with BCS standards, policies, rules, or procedures. BCS accordingly reserves the right to terminate this enrollment contract at any time if, at the sole discretion of the Head of School, the actions of a PARENT OR GUARDIAN are outside of BCS missional standards and/or policies or otherwise seriously interferes with BCS' ability to accomplish its educational and missional purposes. There is no refund of paid tuition fees where such suspension, expulsion, termination, voluntary or school-initiated withdrawal occurs; any unpaid balance is due and payable in full.
- O. BCS reserves the right to adopt rules and regulations, from time to time, and all students enrolled shall comply fully with the rules and regulations as stated or amended in the BCS Parent-Student Handbook. It is required that all PARENTS and STUDENTS comply with all the applicable handbooks of BCS.
- P. I agree to cooperate with the administration of BCS in seeing that my student regularly attends classes, is on BCS premises at the beginning of the school day, has transportation from BCS premises at the close of the school day, and in assisting my student to learn and advance in the educational process.
- Q. By my signature below and as a condition of enrollment and/or continued enrollment, I acknowledge that I have reviewed, understand, accept, and will abide by the policies, rules, and procedures outlined in the applicable handbooks of BCS.
- R. This agreement constitutes the sole and entire agreement of the parties with respect to the subject matter hereof, and supersedes any and all prior and contemporaneous agreements, promises, representations, negotiations, and understandings of the parties, whether written or oral. There are no agreements of any nature whatsoever between the parties except as expressly stated herein.

Name of Student (print)

Name of Parent/Guardian (Print)

Parent/Guardian Signature

Date