



**Financial Responsibilities Agreement**

This Financial Responsibilities Agreement (“Agreement”) is entered into between Buffalo Christian Academy (“BCA”) and the parent(s) and/or guardian(s) of the following students:

Student’s Name	Grade

By entering into this agreement, I acknowledge that I am financially responsible to BCA for the tuition and fees associated with my student(s) attending BCA and that I agree to pay said tuition and fees, as set forth below, in advance or on a monthly basis. Further, I understand that payment of tuition is a condition of continuing enrollment and that if I am sixty (60) days in arrears my student(s) will be unenrolled at BCA.

Additionally, I recognize that this does not represent the entire cost of providing an education to my student(s), and that I am also required to provide service/volunteer hours as described below, as there are others who are providing a gift to my student(s) in the form of financial donation and/or sacrifices of their time and energy. I understand that attending BCA is a privilege and not a right or obligation and that failing to pay my financial obligation compromises BCA’s ability to educate not only my student(s), but the students of the entire BCA family.

**TUITION:** Tuition will be prorated for the months of August and May but will be due on the first day of school in August and the first of each month, September through May.

	Sept-Apr	Aug	May
<b>One child:</b>	\$ 375.00 /	\$138.18 /	\$312.45 per month
<b>Second child:</b>	\$ 225.00 /	\$82.89 /	\$187.50 per month
<b>Three or more children:</b>	\$ 150.00 /	\$55.23 /	\$124.95 per month
<b>Half day kindergarten:</b>	\$ 225.00/	\$82.89 /	\$187.50 per month

**Book/Activity fees:** \$400.00/per student annually prior to admission of student(s)

**Delivery of payment:** To be mailed to PO Box 978, Buffalo, Wyoming or placed in the drop box at the school.

**Service/ Withdrawal:** If a family enrolls their student(s) in BCA and subsequently withdraws their student(s), the family must notify the Principal in writing no later than Aug 15<sup>th</sup>, prior to the upcoming school year. If written notification is

**ALL STUDENTS**

made after August 15<sup>th</sup>, but prior to classes starting, a fee of two months of tuition per student will apply and the family will be released of any additional financial obligation.

Once a student begins attending classes at BCA, the signor of the enrollment contract assumes the obligation to pay the remaining balance of tuition for the entirety of the school year. This obligation remains in effect in the event of withdrawal of the student prior to the end of the school year, whether the withdrawal be voluntary or for disciplinary, financial, and/or other reasons. The obligation to pay can only be waived by the Board of Directors.

Tuition payments are non-refundable.

By entering into this Agreement, and in exchange for good and valuable consideration, the sufficiency of which is hereby acknowledged, the parent(s) and/or guardian(s) of the student(s) named above agree to the following terms and conditions:

1. August tuition for the student(s) named above is \$ \_\_\_\_\_, May tuition for the student(s) above is \$\_\_\_\_\_ and the total monthly tuition for September through April for the student(s) named above is \$\_\_\_\_\_. May’s tuition is due on the FIRST day of school with the remaining tuition amount due on the FIRST day of each month. A late charge of TEN PERCENT (10%) will be assessed to all amounts which are over THIRTY (30) days late.
2. Each student will be assessed a book/activity fee of FOUR HUNDRED DOLLARS (\$400.00). Such fee must be paid before the student will be allowed to attend BCA.
3. All returned checks will incur a fee of \$25.00. If two checks are returned for insufficient funds, BCA will no longer accept personal checks and parents(s) and/or guardian(s) will be required to pay in cash or with certified funds.
4. Transcripts and/or other school records will be held for students until all unpaid tuition and fees are received.
5. If tuition and/or fees are sixty (60) days or more overdue, BCA may, at its sole discretion, withdraw the student(s) named above from BCA classes.

**Volunteer Hours:** Each family is to provide eight (8) hours of service/volunteer time at BCA per month. (This is a portion of your tuition.)

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date