

ALL STUDENTS



BUFFALO CHRISTIAN ACADEMY APPLICATION FORM

Student Name: _____ Date of Birth: _____

Grade applying for: _____ United States Citizen? _____ If not, immigration status: _____

Parent(s)/Guardian(s): _____

Physical and mailing address: _____

Dad's cell: _____ Mom's cell: _____ Dad's work: _____ Mom's work: _____

Do you have texting capabilities on your cell? _____ Place an * on best number to call.

Email(s): _____

Parents are notified through SLACK and Facebook (Buffalo Christian Academy) of snow days and/or other important alerts.

Notice of Medication Administration during school hours: **No faculty member of Buffalo Christian Academy will administer medication to a student.** This includes all medication, over-the-counter medication, naturopathic medicine, and cough drops. Students will be excused from class if a parent needs to come administer medication during the school day.

Newly acquired allergies or medical conditions of returning students:

I/We release and hold harmless Buffalo Christian Academy, its paid and volunteer staff, drivers, or students connected with this school, from any and all liability for any accident, harm, or negative impact that may occur to my child as a result of attendance at this school.

Parent/Guardian Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

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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 on the first of the month, September through May. 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. If the prior year’s tuition is not paid in full, your student(s) will not be enrolled for the following year.

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 may be prorated for the months of August and May. September through April, tuition will be as follows:

One child:	\$ 400.00
Second child:	\$ 250.00
Three or more children:	\$ 175.00
Half day kindergarten:	\$ 250.00/ \$91.28

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

Delivery of payment: Payment may be made through Givebutter (See office or website for details.) or 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 15th, prior to the upcoming school year. If written notification is made

after August 15th, 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 is 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: Parental volunteering is vital. Volunteers are essential to not only foster parent partnership, but to assist the school in saving funds, thus keeping tuition costs as affordable as possible. We encourage parent involvement. Parents are responsible for participating in at least 1 fundraiser per year to help with education costs of the students at BCA.

Parent/Guardian Signature

Date

Parent/Guardian Signature

Date

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ALTERNATE DISMISSAL FORM STUDENT RELEASE TO OTHER THAN A PARENT

Students are not released to the custody of anyone other than a parent, a court-appointed guardian or their designee and designation must be in writing.

Students of estranged parents shall be released only at the request of the parent who has primary custody of the student, pursuant to court order, and who is designated as parent or guardian of the student on school records.

If a student is allowed, by the family, to be released to someone other than a parent, it is the parent's responsibility to provide a copy of that person's driver's license to the Buffalo Christian Academy's Principal.

Name(s) of Children:

Name of Person Picking up Child(ren)

Copy of Valid ID to Office?

I authorize my child(ren) to be picked up from Buffalo Christian Academy by the persons listed above. I understand that I must submit a copy of the person's valid ID so that the BCA Faculty can identify the person upon pick-up.

Parent/Guardian Signature

Date

Parent/Guardian Signature

Date