



Dear Parents:

We will begin accepting student re-enrollment forms at the Preschool front desk on Monday, January 9, 2012.

In order to receive the discounted re-enrollment rate of \$150.00 per student, the completed re-enrollment form, re-enrollment fee, emergency information sheet and check conversion authorization form must be received no later than end of day Tuesday, January 31, 2012.

Beginning, Wednesday, February 1, 2012, the re-enrollment fee will be \$200.00 per student.

Emergency Information Sheets for students in Nursery – K4 are being sent home via the student's book bag or diaper bag. Please review your child's/children's Emergency Information Sheet. All other re-enrollment forms are available on the school website (www.graceedu.com). Please download and print the forms. Once the forms are completed, please return along with the re-enrollment fee and emergency information sheet to the Preschool front desk. Please note: Completion of these documents does not ensure your child's/children's re-enrollment.

In order for your child/children to be re-enrolled, all school financial accounts must be current. Please note that our classes will be filled on a first-come, first-served basis.

We are very excited about our upcoming year. Listed below are some important highlights.

- Tuition payments cover approximately 90% of the cost to educate a student at Grace Baptist Christian School. To cover the remaining 10%, we are implementing the Family Facility Fee. This will offset shortcomings in donations and fundraising activities, which are necessary for the upkeep and maintenance of all school property and buildings.
- As many of our long-term GBCS families are aware, we have not raised the price of tuition over the past three years. Unfortunately, due to the increase in operating expenses, we will implement a modest rise in tuition costs.

Our check conversion service allows for immediate transfer of funds from your checking account. In order to implement this service, we will need ALL FAMILIES to complete the electronic check conversion authorization form, which can be found on-line.

Once your 2012-2013 Re-Enrollment Form, re-enrollment fee and Emergency Information Sheet are received, you will meet with the Finance Department. Once notification is received from the Finance Department, you will receive confirmation from the school via email of your re-enrollment.

2012-2013 Tuition Rates

<u>Grade</u>	<u>Yearly Tuition (Aug – May)</u>
6 wks – K4	\$7,040.00

Material Fee (Non-Refundable) - \$100.00 Per Student:

June 1, 2012	First Half of Material Fee	\$50.00 Per Student
July 1, 2012	Second Half of Material Fee	\$50.00 Per Student

Matriculation (Non-Refundable) - \$200.00 Per Student:

June 1, 2012	First Half of Matriculation Fee	\$100.00 Per Student
July 1, 2012	Second Half of Matriculation Fee	\$100.00 Per Student

Specified fees listed below will be made payable to GBCS by Sept. 1.

Family Facility (Non-Refundable) - \$250.00 Per Family

August 1, 2012	\$125.00
January 1, 2013	\$125.00

Additional Fees:

Late Tuition Payment	\$40.00	(After agreed-upon draft date(s) with FACTS)
Returned Check	\$40.00	(In addition to FACTS returned check fees)
Late Pick Up Fee	\$25.00	(fee will be charged for any child not picked up by 6:30pm. After 6:45pm, in addition to the \$25.00 charge, there will be a \$1.00 per minute charge for every additional minute thereafter. The money will be due when your child is picked up.)

As always, thank you for allowing us the opportunity to minister to your child/children and for being a member of the GBCS family.



Grace Baptist Christian School

P. O. Box 578
Powder Springs, GA, 30127
(678) 384-6947

**Re-Enrollment Form 2012-2013
Nursery – K4**

Re-Enrollment/Enrollment Dates and Fees:

January 9 – January 31, 2012	Re-Enrollment for Current GBCS Students	\$150.00 Per Student
After January 31, 2012	Re-Enrollment for Current GBCS Students	\$200.00 Per Student
February 1, 2012	Open Enrollment for New Students	\$200.00 Per Student
June 1, 2012	First Half of Material Fee	\$ 50.00 Per Student
July 1, 2012	Second Half of Material Fee	\$ 50.00 Per Student
June 1, 2012	First Half of Matriculation Fee	\$100.00 Per Student
July 1, 2012	Second Half of Matriculation Fee	\$100.00 Per Student

Material Fee (Non-Refundable) Nursery – 6 weeks thru 23 months: Includes InfoDirect, ACSI Membership, student accident insurance, and activity supplies. **Material Fees will be paid through FACTS on the above due dates.** Material Fees **cannot** be paid in the Finance Office.

Matriculation Fee (Non-Refundable) – K2 – K4: Includes Abeka workbooks, curriculum required supplies, InfoDirect, ACSI Membership, student accident insurance, student yearbook, Spanish, Music, Physical Education, activity supplies, and a GBCS identified book bag. **Matriculation Fees will be paid through FACTS on the above due dates.** Matriculation Fees **cannot** be paid in the Finance Office.

Please review your child's/children's Emergency Information Sheet. Sheets for students in Nursery – K4 are being sent home via the student's book bag or diaper bag. If the information is correct, please initial below. If any changes are necessary, please note these changes on the Emergency Information Sheet and return with your 2012-2013 Re-Enrollment Form, re-enrollment fee and the check conversion authorization form.

Any required fees not paid by Sept. 1st will be added to your FACTS account. In order for re-enrollment to occur and a space be reserved for your child/children, all school financial accounts must be current. Please note: Completion of these documents does not ensure your child's/children's re-enrollment. No student is re-enrolled until a meeting is held with the Finance Department and the FACTS on-line registration is complete.

Once your 2012-2013 Re-Enrollment Form, re-enrollment fee and Emergency Information Sheet are received, you will meet with the Finance Department. Once notification is received from the Finance Department, you will receive confirmation from the school via email of your re-enrollment.

Please note: After a student(s) final acceptance for re-enrollment to Grace Baptist Christian School, you will be responsible for the \$500.00 Early Withdrawal Fee if you choose for your child/children to not attend Grace Baptist Christian School for 2012-2013 school year. The only exceptions allowed must be approved by the administration.

_____ Yes, the information GBCS currently has on file for our (my) child/children is correct. Therefore, no changes are necessary.

We (I) wish to re-enroll our (my) child/children at GBCS for the 2012-2013 school year.

Student Name: _____ **Grade Entering:** _____

Student Name: _____ **Grade Entering:** _____

Student Name: _____ **Grade Entering:** _____

Parent/Guardian Signature

Parent/Guardian Signature

Primary Contact Phone Number

Primary E-mail Address

Electronic Check Conversion Authorization

Grace Baptist Christian School has implemented a check conversion service with the following guidelines:

- Only personal, business checks, money orders, and cashier checks written against a U.S. bank account can be converted. No counter checks will be accepted for conversion.
- The paper check MICR line will be captured with a scanner/reader.
- The consumer must be notified that their paper checks will be used to make an electronic conversion. Notification can take the form of a sign posted or a written notice that the consumer is asked to sign.
- The check will be stamped "VOID" after conversion and can be picked up in the Financial Office during normal business hours. If not picked up within three business days, the check will be destroyed.

I authorize Grace Baptist Christian School to initiate an electronic debit against my bank account whenever I send a check for payment of services. The amount of the debit and bank account information will be used directly from the check. I acknowledge that the origination of ACH transactions from my account must comply with the provisioning of United States Law.

This payment authorization is to remain in full force and effect until I, _____, notify Grace Baptist Christian School of its cancellation by sending written notice in such time and in such manner to allow both Grace Baptist Christian School and the receiving financial institution a reasonable opportunity to act on it.

Customer Signature

Date

Customer Printed Name



Grace Baptist Christian School
 P. O. Box 578
 Powder Springs, GA, 30127
 (678) 384-6947

Financial Information 2012-2013 Nursery – K4

<u>Grade(s)</u>	<u>Yearly Tuition (Aug-May)</u>
Nursery – K4	\$7,040.00 (per student)

*If Tuition is paid in full by July 1, 2012, a 5% discount will apply. Multiple Children in a family will receive a 5% discount on Tuition only and **only one discount per student may be applied.***

Tuition includes childcare August, 2012 – May, 2013, 6:30 am – 6:30pm, Monday through Friday, morning snack, afternoon snack and a hot daily lunch (as applicable). There is no reduction in tuition for absenteeism, inclement weather or holidays. See calendar for school closings. In case of inclement weather, announcements will be made on WSB-TV. Please note your yearly tuition is paid through FACTS over a 12 month period beginning in June, 2012. If your child attends during the summer months, there will be an additional weekly fee.

All Tuition payments, Material and Matriculation Fees must be made through FACTS Management.

Material Fee (Non-Refundable) - \$100.00 Per Student: (Nursery – 6 weeks thru 23 months) Includes InfoDirect, ACSI Membership, student accident insurance, and activity supplies.

June 1, 2012	First Half of Material Fee	\$ 50.00 Per Student
July 1, 2012	Second Half of Material Fee	\$ 50.00 Per Student

Matriculation (Non-Refundable) - \$200.00 Per Student: (K2 – K4) Includes Abeka workbooks, curriculum required supplies, InfoDirect, ACSI Membership, student accident insurance, student yearbook, Spanish, Music, Physical Education, activity supplies, and a GBCS identified book bag.

June 1, 2012	First Half of Matriculation Fee	\$100.00 Per Student
July 1, 2012	Second Half of Matriculation Fee	\$100.00 Per Student

Family Facility (Non-Refundable) - \$250.00 Per Family: Offsets costs associated with upkeep and maintenance of all school property and buildings. **This fee can be added to your FACTS account as a monthly payment.**

August 1, 2012	\$125.00
January 1, 2013	\$125.00

Additional Fees:

Late Tuition Payment	\$40.00	(After agreed-upon draft date(s) with FACTS)
Returned Check	\$40.00	(In addition to FACTS returned check fees)
Late Pick Up Fee	\$25.00	(Fee will be charged for any child not picked up by 6:30pm. After 6:45pm, in addition to the \$25.00 charge, there will be a \$1.00 per minute charge for every additional minute thereafter. The money will be due when your child is picked up.)

Options of payment are: Check, credit card, or cash. If you pay using a credit card (American Express, Discover, VISA or MasterCard), you will be charged a fee of 3% of the amount charged.