



High Point Christian Academy

Statement of Cooperation

2018-2019

FINANCES: We/I understand it is necessary that parents pay tuition for the amount stated on the Tuition and Financial Information statement. Tuition that becomes 30 days delinquent will result in the family being notified by the business office and the family may lose their Ren-Web access until the account is current. If an account becomes 60 day delinquent, then the student's enrollment may be suspended until the account is reconciled. Students are subject to dismissal if their account is not brought current within one week of their suspension. A subsequent suspension for non-payment may result in the student's dismissal from HPCA. A fee of \$35.00 will be charged for each returned check. All monthly tuition payments are made, via electronic funds transfer, to Smart Tuition. The annual fee for this service is \$50.00 per family. We further understand that there are no refunds or transfer of fees to other children or other school years for the Registration Fee or Application Fee. Students are considered enrolled for the entire school year; therefore, budgets and teacher contracts are set accordingly.

Students who withdraw anytime between July 1 and May 31 will be assessed a \$600.00 Withdrawal Fee.

Also, the full month's tuition is due for any month in which the student attends one school day. All fees are due in full and are non-refundable. Refunds are for tuition only, and will be made on accounts that are paid beyond the current month.

All tuition and most incidental fees will be added directly to your Smart Tuition Account. You will be notified of the total draft amount by Smart Tuition approximately 10 days before your draft date. Access your Smart account to review all items.

LATE FEES: A late fee of \$30.00 is assessed each month if resource fees, tuition installments, and/or afterschool payments are not paid by the due date. Smart charges a \$40.00 late fee to all accounts that are not paid on time.

TUITION ASSISTANCE: Tuition Assistance Awards are based on the family's demonstrated need as determined by Smart Tuition Aid. Smart Tuition Aid is a third-party agency that makes financial needs assessments for schools. They use information supplied by the applicant to assess financial need. Applications can be made on-line at www.hpcacougars.org. Each award is made in the form of a discount on tuition and is for one year only, based on availability of funds. The deadline for initial awards is March 15, 2018 (for the 2018-19 school year) and **March 15, 2019 (for the 2019-20 school year)**. Applications submitted after that date will be reviewed and awards will be based on the amount of assistance remaining.

PHONE CALLS: We/I consent to receive automatically-dialed calls/messages from HPCA for emergency alerts and other information at the phone numbers (both landline and wireless) we/I have provided to the Academy.

PHOTO/VIDEO PARENTAL CONSENT: We/I understand that there will be times during the year, representatives from High Point Christian Academy, the news media, and others request permission to film, photograph, or videotape in our school. They subsequently use the material in social media; school publications; presentations to professional and community groups; newspapers and television stories. In addition, HPCA may use photographs and samples of student work on the HPCA website and other social media sites.

SCHOOL ACTIVITIES: We/I give permission for our students to take part in any and all school activities, class field trips, including sports and school-sponsored trips away from the school premises, and absolve the school from liability to us or our student because of injury to us or our child at school or during any school activity. In case of emergency or serious illness, we request the school contact us first. If we are not available, please contact the designated emergency contact listed on the *Annual Emergency Medical Form/ Field Trip Release Form (EMF)*. If the emergency contact cannot be reached, the school has my permission to make whatever arrangements deemed necessary for our child(ren)'s treatment. If the emergency is life-threatening and we cannot be reached, the physician has my permission to act accordingly absolving the school of any liability. This Statement of Cooperation will serve as a blanket permission slip from August 1, 2018 – July 31, 2019.

VOLUNTEER DRIVER: We/I understand that there may be occasions when a parent is needed to help transport students on field trips or sports events. We/I understand that a completed and approved Volunteer *Driver Application Form* must be on file prior to transporting students for any school related event.

DISPENSING STUDENT MEDICATIONS: We/I understand that in accordance with North Carolina General Statute § 115C-375.1, **physician authorization (signature)** and **parent permission** are required before school employees can administer any prescription and/or over-the-counter medication to our/my child. The Prescription Medication Form (PMF) and the Over-the-Counter Medication Form (OTC) are available in the school office or on the HPCA website.

Students' Names _____

(Each family only needs to complete one *Statement of Cooperation* form.)

AUTHORIZATION TO RELEASE	
We/I give permission for the following individuals to pick up our/my students:	
Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____
My child should never be released to the following persons:	
_____	_____
_____	_____
Comments: _____	

If parents are separated or divorced, who has legal custody? _____
<i>A copy of the custodial legal documents must be provided to your child's principal.</i>

Parent-Student Handbook Commitment

I agree to adhere to the policies and procedures stated in the *High Point Christian Academy Parent-Student Handbook*, which includes the Parent Commitment, for the 2018-2019 school year. *Parent-Student Handbooks* for each division are available online at www.hpcacougars.org.

Parent/Guardian Signature

Date

<i>Mission Statement</i> HPCA is committed to Christ-centered, quality education and academic excellence in partnership with family and church within a loving, caring atmosphere.
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