Odessa Christian School

2000 Doran Dr. * Odessa, Texas 79761 * 432-362-6311

Enrollment Contract

2017-2018 Academic Year

The Parent or guardian should sign this agreement in duplicate and return original to the office along with the registration fee, the student's birth certificate and a current shot record. No student will be admitted to classes until an enrollment contract is signed and the registration fee has been paid.

Full Name of Student(s): _____ Grade: _____
(Last) (First) (M.I.)

_____ Grade: _____
(Last) (First) (M.I.)

_____ Grade: _____
(Last) (First) (M.I.)

_____ Grade: _____
(Last) (First) (M.I.)

Name of Parent or Guardian: _____

Home Address and Phone: _____
(Address) (City) (State) (Zip) (Phone)

_____ _____ _____ _____
(Father/Guardian Social Security Number) (Birth Date) (Mother/Guardian Social Security Number) (Birth Date)

e-mail _____ **e-mail**_____

	Total Student Book Fees by June 12, 2017	**Total Annual Tuition** (Deduct 5% if paid in full by August 1, 2017)	**Aug-May Monthly Tuition**	**Registration Paid** by May 31, 2017	**Registration Paid** *after May 31, 2017
PreS	$ 55.00	$ 3,660.00	$ 366.00	$ 150.00w/snack fee	$ 180.00w/snack fee
PreK	$ 88.00	$ 3,660.00	$ 366.00	$ 150.00w/snack fee	$ 180.00w/snack fee
Kinder	$ 250.00	$ 4,790.00	$ 479.00	$ 140.00	$ 170.00
1st	$ 250.00	$ 5,000.00	$ 500.00	$ 140.00	$ 170.00
2nd	$ 180.00	$ 5,000.00	$ 500.00	$ 140.00	$ 170.00
3rd	$ 175.00	$ 5,000.00	$ 500.00	$ 140.00	$ 170.00
4th	$ 175.00	$ 5,180.00	$ 518.00	$ 140.00	$ 170.00
5th	$ 175.00	$ 5,180.00	$ 518.00	$ 140.00	$ 170.00
6th	$ 175.00	$ 5,250.00	$ 525.00	$ 140.00	$ 170.00
7th	$ 175.00	$ 5,250.00	$ 525.00	$ 140.00	$ 170.00
8th	$ 175.00	$ 5,250.00	$ 525.00	$ 140.00	$ 170.00

***After August 1, 2017 Registration and Book Fees are due together upon enrollment.**

In consideration of the acceptance of the registration at Odessa Christian School the undersigned agrees to pay the required annual charges as specified below: (One line MUST be checked)

_____ **One Payment Plan-**Full Payment due August 1, 2017 through FACTS Tuition Management Program ($20.00 Annual Fee)
_____ **Basic Ten Payment Plan-**Through FACTS Tuition Management Program ($46.00 Annual Fee)

I understand that in signing the Enrollment Contract for the coming academic year, I am agreeing to accept the rules and regulations of Odessa Christian School, as stated in the current Student Handbook and as referred to above. Furthermore, I agree to the policy of the School that no grades or transcripts will be released unless an account has been paid in full.

It is further agreed that enrollment as specified within this Enrollment contract, may be cancelled in writing, without penalty (except for the registration fee) prior to August 1. If enrollment is cancelled after August 1, or if the student is withdrawn for any reason prior to the last day of a month, parents or guardians financially responsible for the student are obligated to pay the tuition cost of the entire month at the Basic Ten Payment Plan rate.

If tuition is paid in full and the student is withdrawn before the school year is complete, the refund will include any **full** months the student is not at Odessa Christian less the 5% discount.

If Odessa Christian School has to place your account for collections at a collection agency and/or with an attorney, you will be responsible for any reasonable collection and/or attorney fees in addition to the amount owed on the account.

_____ _____ _____
For Odessa Christian School Signature of Parent/Guardian Signature of Parent/Guardian

_____ _____ _____
Date Date Date

The original copy of this Enrollment contract must be signed and returned immediately so the enrollment and billing process can be completed.