

**Westbury Christian School Continuous Contract  
International Students with I-20**

Name of Student: \_\_\_\_\_ Grade: \_\_\_\_\_

- By submitting this Contract the Parent/Guardian understands and agrees that he/she is bound by all provisions of this Contract and is personally responsible for the financial obligations for the student named herein.

Instead of requiring families to re-enroll each year, Westbury Christian School (WCS) has an evergreen enrollment process. This means that the student is enrolled at WCS for each school year hereafter until the earlier occurring of:

- a. the graduation of the student from WCS;
- b. dismissal from WCS; or,
- c. the Parent/Guardian has submitted written notification to WCS, either by mail or email, that the student is withdrawing from WCS.

This Contract will remain in effect as long as the student is enrolled at WCS, however, the financial obligations for payment of tuition and fees will remain in effect until full payment is satisfied.

**Withdrawing Before Automatic Re-Enrollment:** If a Parent/Guardian of the student decides that the student will not be returning for the next school year, a Parent/Guardian must notify WCS in writing, **on or before January 31**, that the student will be withdrawing at the end of the then current school year in order to avoid being billed a **\$500 late contract cancellation fee** and the loss of any fees and tuition paid for the next academic year. Notification(s) received after the last day of January for the then current school year will incur a \$500 withdrawal fee per student, and will result in the loss of any tuition/fee payments made for the next academic year.

\_\_\_\_\_ **\*Initial Here**

**Fees and Tuition:** For EACH school year that this Contract is in effect, a registration fee in the amount of \$300 per student will be billed via RenWeb the first business day in February of the then current school year. Tuition and fees for the next school year will be posted on the WCS website **no later than January 15** of each year. Tuition and fees are payable as one lump sum to be paid by **July 1** of each year. **Any tuition and fees paid are non-refundable, and the student will not be placed on a class roster, be able to attend classes and/or participate in any school-sponsored activities until all tuition and fees are paid in accordance with the lump sum payment deadline.**

\_\_\_\_\_ **\*Initial Here**

**Withholding of Records:** If any amount of fees or tuition remains unpaid for the then current school year after the student has been dismissed or withdrawn for any reason, WCS WILL NOT RELEASE THE GRADES, TRANSCRIPT, OR ANY OTHER RECORDS OF THE STUDENT TO ANY PERSON, SCHOOL OR OTHER ENTITY UNTIL ALL SUCH AMOUNTS ARE PAID IN FULL. (This includes any and all in-school charges and obligations, i.e. library fines, detention/disciplinary fines, After School Care fees, activities fees, etc.) Any charges that are past due by 10 days or more will be handled according to the then current Parent/Student Handbook (Handbook). All payments to WCS within two weeks before the end of a semester must be paid with cash or cashier's check.

1. Parent(s)/Guardian(s) are Partners with Westbury Christian School (WCS) in the education of their student. This Partnership is based on a common understanding and acceptance of the Mission Statement, Statement of Philosophy, and the school policies set forth in the Student/Parent Handbook (Handbook) of WCS; it is available on the WCS website at [www.westburychristian.org](http://www.westburychristian.org). Parent(s)/Guardian(s) acknowledge that they have had the opportunity to review a copy of the current WCS Handbook, **including the Laptop Distribution and Care Policy**, which may be amended from time to time in the sole discretion of WCS and becomes effective upon publication. It is understood and agreed that WCS reserves the right, in its sole discretion, to enforce the Handbook policies and the "spirit thereof" regarding student accountability.
2. Should Parent(s)/Guardian(s) fail to support WCS's enforcement of Handbook policies as applicable to their student, WCS may, in its sole discretion, determine that the student not be permitted to continue in the school.
3. Parent(s)/Guardian(s) understand and agree that WCS reserves the right, in its sole discretion, to require a student who fails to maintain satisfactory academic progression, or display a general attitude and/or conduct that is not in harmony with the philosophy and objectives of WCS to leave the school.

