



2012-13 Online Registration Form

Student Name		Grade Fall 2012	
Address		Student Age	
City, State, Zip		Date of Birth	
Home Phone		Gender	
Student E-mail		Student's Cell	

Mother's Name		Father's Name	
Address		Address	
City, State, Zip		City, State, Zip	
Place of Work		Place of Work	
Work #		Work #	
Cell #		Cell #	
E-mail		E-mail	

	Online Course Name and Level	Teacher
Online Course		
Online Course		
Online Course		
Online Course		

	# of Classes		Tuition Due
Online Courses		Number of Classes x \$675	
Online Registration Fee	-----	(See Financial Policy for details)	\$50*
Total Tuition			

*Online Registration Fee is waived for students who have taken a Grace Online course and/or if a student is registered for on-site courses the 2011-12 School Year.



Plan A Online Registration Form

Plan A – Pay in full by at the time of the initial online registration.

Payment Options: Cash, Check, Visa, MasterCard and American Express. (If paying by American Express, an additional 5% American Express processing fee will apply.)

Total Online Tuition and Fees

Total Due at the Time of Registration



Plan B Online Registration Form

Plan B- Pay 40% of the total tuition and fees at the time of registration and pay the balance of tuition in equal monthly bank draft installments through March of 2013. **Upon completion of online course, final grade will not be released until account is paid in full.**

Total Online Tuition and Fees Due _____

Total Deposit required at registration:

40% of total tuition and fees from above _____

Payment Options: Cash, Check, Visa, MasterCard and American Express.
(If paying by American Express, an additional 5% American Express processing fee will apply.)

Total Remaining Balance to be drafted in equal monthly installments:

(Total Due from above less Total Deposit Due at Registration) _____

Monthly Draft: Balance from the line above divided by the number of drafts from the table below. (Based on registration date). _____

Number of Drafts:

Registration Date	Draft Date	No. of Draft Payments
2/1/12 – 3/15/12	April 1 st or 15 th	12
3/16/12 – 4/15/12	May 1 st or 15 th	11
4/16/12 – 5/15/12	June 1 st or 15 th	10
5/16/12 – 6/15/12	July 1 st or 15 th	9
6/16/12 – 7/15/12	August 1 st or 15 th	8
7/16/12 – 8/15/12	Sept 1 st or 15 th	7
8/16/12 – 9/15/12	Oct 1 st or 15 th	6
9/16/12 – 10/15/12	Nov 1 st or 15 th	5
10/16/12 – 11/15/12	Dec 1 st or 15 th	4
11/16/12 – 12/15/12	Jan 1 st or 15 th	3
12/16/12 – 1/15/13	Feb 1 st or 15 th	2
1/16/13 – 2/15/13	March 1 st or 15 th	1

In the event of a bank draft default, a family will have 10 days to bring their Grace Academy account current during which time their student may attend class. After 10 days if account is not current, student(s) will not be allowed to return to class until account is current.

Authorization Agreement for Pre-Authorized Drafts

I (we) hereby authorize Family Education Resource Ministries/AKA Grace Academy to initiate debit entries and initiate, if necessary, credit entries and adjustments for any debit entries in error, due to my (our) checking account indicated below and the depository (Bank) named to debit and/or credit the same account. This authority is to remain in full effect for 30 days after Family Education Resource Ministries/AKA Grace Academy has received written notification from me (or either of us) of its termination.

In the event of a bank draft default a family will have 10 days to bring their Grace Academy account current during which time their student may attend class. After which their student(s) may return to class as soon as their account becomes current.

Financial Institution _____

Branch _____

Account Type (please circle one): Checking or Savings

Transit/ABA No. _____

Account No. _____

Amount to Draft per Month \$ _____

Monthly Date of Draft (please circle one): 1st of month or next banking day thereafter

15th of month or next banking day thereafter

Name(s) of account holder

(Please Print) _____

Phone Number(s) _____

Signed _____ **Date** _____

Signed _____ **Date** _____

Please attach a voided check or a copy of a check from this account.



Grace Academy Financial Policy 2012-2013 School Year

Please prayerfully and carefully consider on-line class selections, as registration is a firm financial commitment. Please sign the Financial Policy Payment Plan Options Form and return with your registration. Registrations cannot be accepted without this signed form.

On-Line Courses:

Although our online courses will work slightly different than our regular on campus courses, our goal is to provide the same quality educational experience simply in a different format. Students will be able to visit the same e-bulletin site they have used for their on campus courses in order to view assignments online, download video clips of lessons, and interact with teachers via email. Students who participate in this online learning program experience the benefit of completing assignments at their own pace, on their own schedule, and in the environment of their choice; all it takes is an internet connection!

On-line Tuition: \$675 annually for each on-line course

Costs of all textbooks/workbooks are the responsibility of the parent and not included in tuition.

On-line Administrative Fee: On-line Application Fee is \$50 per year. If you are registered for the current year at Grace Academy, then the on-line application fee does not apply. The on-line administrative fee is non-refundable. If you register for on-site courses during the 2012-13 School Year, there will be an additional \$250 annual family fee.

All Deposits, Payments and Administrative Fees for 2012-13 On-line Courses are Non-Refundable and Non-Transferable to siblings or any other student. You may not drop a class and apply payments paid for dropped classes against your account balance. There will be no refund or reduction of the bank draft for dropping an online class.

Draft payments will not be stopped until the account balance is paid in full even in cases of students transferring out of Grace Academy. There will be no refund of tuition for students excluded for disciplinary purposes, nor will the bank draft be stopped until the full year remaining balance is paid.

Upon completion of online course, final grade will not be released until account is paid in full.



Financial Policy Online Payment Plan Options Form

Plan A – Pay in full at the time of the initial online registration.

Plan B – Pay 40% of the total tuition and fees at time of registration and pay the balance of tuition in equal monthly bank draft installments by 3/15/13. **Upon completion of online course, final grade will not be released until account is paid in full.**

When a class is added after the initial registration, the family must pay in full upon enrolling or come in and complete a new bank draft. If registering by phone you may pay for additional classes with a credit card. The number of draft payments is dependent upon the plan selected and your registration date.

In the event of a bank draft default a family will have ten days to bring their Grace Academy account current during which time their student may attend class. After which their student(s) may return to class as soon as their account becomes current.

Students will be placed on a class roster for the 2012/2013 school year as soon as the registration deposit is paid and the family's 2011/2012 account status is current.

I have read and will comply with the Grace Academy Online Financial Policy for the 2012-2013 school year and I agree to read and follow Grace Academy policies in the Grace Family Handbook available online at www.graceacademync.com.

Name(s) of person(s) responsible for the student(s) account:

_____ (Please print)

Signatures:

Date: _____

Student(s) Name(s): _____
