## Southeast CHRISTIAN SCHOOL

Please review the following agreement carefully, as your electronic signature indicates your agreement to the following Late Withdrawal Penalty Guidelines. This agreement will remain in force for late withdrawals related to the 2024-2025 academic year. This agreement will be renewed and electronically signed each successive academic year during re-enrollment.

A withdrawal is defined as an un-enrollment of a K-8 student or students from Southeast Christian School who had previously been enrolled for the upcoming school year by the undersigned. A *late* withdrawal for the 2024-2025 academic year is considered to be any withdrawal of a K-8 student or students from Southeast Christian School taking place between December 21, 2023, and July 31, 2024.

- 1. I, the enrollment responsible parent, recognize that I have the opportunity to complete a withdrawal of my child(ren) from Southeast Christian School with no related financial penalty if that withdrawal is completed between October 2, 2023 and December 20, 2023.
- 2. I, the enrollment responsible parent, recognize that these financial penalties will be enforced by Southeast Christian School regardless of the reason for my withdrawal(s).
- I, the enrollment responsible parent, recognize that my notice/intent to withdraw must be
  documented in writing and sent to the admissions office via email correspondence prior
  to the corresponding penalty period listed below in order to determine the financial
  penalty amount.
- 4. I, the enrollment responsible parent, recognize that the financial penalties listed below are an incurred total per withdrawing family, and not per student.

## Late Withdrawal Penalty Rates:

- 1. I, the enrollment responsible parent, agree to be incidentally billed in the amount of \$500 for any withdrawal(s) occurring between December 21, 2023 and March 31, 2024.
- 2. I, the enrollment responsible parent, agree to be incidentally billed in the amount of \$1000 for any withdrawal(s) occurring between April 1, 2024 and May 31, 2024.
- 3. I, the enrollment responsible parent, agree to be incidentally billed in the amount of \$2000 for any withdrawal(s) occurring between June 1, 2024 and July 31, 2024.
- 4. I, the enrollment responsible parent, understand that any withdrawal occurring between August 1, 2024 and the end of the 2024-2025 academic year will be considered a Tuition Refund Insurance claim, the details of which are based on my selected coverage.