



**BETHESDA CHRISTIAN ACADEMY**  
**2012-2013 Re-enrollment Forms**



STUDENT NAME: \_\_\_\_\_  
GRADE FOR 2012-2013: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_  
HOME CHURCH: \_\_\_\_\_

RE-REGISTRATION FEE OF \$300 IS ATTACHED: (check #) \_\_\_\_\_  
**EARLY RE-REGISTRATION BEFORE MARCH 1<sup>ST</sup> \$275** (check#) \_\_\_\_\_

All school accounts (except for field trips) must be up to date before registration for the new year can be completed. Spaces will not be held for delinquent accounts.

Forms will be accepted beginning January 17<sup>th</sup>. Spaces not reserved by January 27<sup>th</sup> will be available to the public.

BCA will continue to use the FACTS tuition management system for tuition and full time afterschool. In addition, sports fees and band fees will be drafted through FACTS (See information on attached schedule of fees sheet). You may select to have your 5K donation of \$250 per family deducted through FACTS. Families who have a current FACTS account will use that account for the upcoming school year.

Please indicate the payment plan you will follow for the 2012-2013 school year.

\_\_\_ Full payment for the year will be made by August 1, 2012. Payment will be made to BCA and there will not be a need to register with FACTS.

\_\_\_ I would like to make 12 monthly payments -June, 2012-May, 2013  
\_\_\_ I would like to have the 5K donation of \$250 deducted by FACTS.

\_\_\_ I would like to make 11 monthly payments- June-December, 2012, February-May, 2013  
\_\_\_ I would like to have the 5K donation of \$250 deducted by FACTS.

**BCA hires personnel based on student enrollment as of May 31 of each year. If you should withdraw your student after tuition payments begin in June, tuition payments are non-refundable.**

Full time after school students will need to make after school payments to FACTS. We will adjust your monthly tuition in September to reflect this additional \$159 after school charge per month. Part-time after school payments will be made directly to the academy.

\_\_\_ My child will attend after school on a full time basis.  
\_\_\_ My child will attend after school on a part time basis and payments will be made to BCA.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

# **SCHEDULE OF FEES FOR 2012-2013**

## **RE-REGISTRATION FEE**

*A yearly, non-refundable registration fee of \$300 is due with the re-registration form. Beginning in January, 2012, families who re-register by March 1<sup>st</sup> will receive a discount in the re-registration fee. Re-registration cost for students who re-register by March 1<sup>st</sup> will be \$275. For students who re-register after March 1<sup>st</sup>, the re-registration fee is \$300.*

## **REGISTRATION FEE FOR NEW FAMILIES**

A yearly, non-refundable registration fee of \$300 is due with the registration form.

## **TUITION RATES**

Tuition payments are non-refundable.

	12 Monthly Payments	11 Monthly Payments	Yearly Tuition
Elementary K-5	\$498.75	\$544.10	\$5985
Middle School 6-8	\$552.75	\$603	\$6633

**Tuition Discounts:** BBC members and families with multiple children receive a 6% discount in tuition. In families with multiple children the oldest child pays full tuition and each younger sibling receives the 6% discount.

	12 Monthly Payments	11 Monthly Payments	Yearly Tuition
Elementary K-5	\$468.75	\$511.37	\$5626
Middle School 6-8	\$519.59	\$566.82	\$6235

BCA hires personnel based on student enrollment as of May 31 of each year. If you should withdraw your student after tuition payments begin in June, tuition payments are non-refundable.

## **TUITION**

Each student's tuition fee covers monthly tuition payments, textbooks, technology fee, one yearbook, a BCA t-shirt, cultural arts activities for elementary students, or the cost to attend the annual middle school retreat.

BCA tuition payments are handled by FACTS Tuition Management Services. All families, except for those who pay for the entire year, are required to sign up with FACTS. Each year there is an enrollment fee for this service. Three payment options are offered to families:

1. You may have your bank account drafted on either the 5<sup>th</sup> or the 20<sup>th</sup> of the month.
2. You may select to pay tuition by using your credit card. If you wish to use your credit card, you will be charged the convenience fee for using the card in the addition to the monthly tuition payment.
3. You may elect to receive an invoice for the payment. Families who are invoiced must have the payment to FACTS by the first day of each month or it will be considered late.
4. Late tuition payments will be charged a \$25 late fee.

Returning families will use their current FACTS account. During the last part of April, BCA will enter the financial information – yearly tuition fee and monthly payment amount. The yearly FACTS registration fee will be charged or drafted in May.

**Upon successful completion of student testing and family interviews, newly accepted families will receive an acceptance letter. The next step in the new student registration process is to complete all FACTS information by going to [www.bcacrusaders.org](http://www.bcacrusaders.org). You will select Pay Your Tuition and complete the FACTS registration process. Parents should print a copy of their FACTS confirmation form and provide a copy to the academy office to complete the acceptance process. Be sure to keep a copy for your records to allow easy access to your FACTS account throughout the year.** During the last part of April, BCA will enter the financial information – yearly tuition fee and monthly payment amount. The yearly FACTS registration fee will be charged or drafted in May.

Tuition payments begin on June 1<sup>st</sup>. Families who have completed registration by May 15, 2012 may have the option of making tuition payments for either 11 or 12 months. The twelve month option begins on either June 1<sup>st</sup>, 5<sup>th</sup> or 20<sup>th</sup> and ends on either May 1<sup>st</sup>, 5<sup>th</sup> or 20<sup>th</sup>. The eleven month option begins on either June 1<sup>st</sup>, 5<sup>th</sup> or 20<sup>th</sup> and payments are made on that same date in July, August, September, October, November, December, February, March, April and May (no January payment).

Families who register after June 1<sup>st</sup> will talk with the academy administration to determine the number of monthly payments to be made.

Families who register after August 1<sup>st</sup> will pay the registration/re-registration fee and the first month's tuition during the month in which they register

### **AFTER SCHOOL**

- \* Full time elementary after school fees will be \$159 per month beginning in September and ending in May. Full time students will have their after school fees collected by FACTS.
- \* Weekly rates are \$40 per week. If a student attends three or more days during the week, they will be charged for the entire week. The daily rate is \$9 per day.
- \* Middle school students in need of after school care will be charged a weekly or daily fee. If a student attends after school three or more days during the week, they will be charged \$40 for the week. The daily rate is \$9 per day.
- \* Part time students and middle school students should pay for after school at the end of the week in which the services are provided.

### **FINE ARTS PROGRAM**

In an effort to help parents manage finances and reduce check writing, band and sports fees will be added to individual FACTS accounts.

- \* Yearly band fees are \$45. This fee will be collected with the October FACTS payment.
- \* Students participating in sports pay a \$45 fee per sport. Once teams have been selected for each season, the sports fee will be added to individual FACTS accounts. These fees will be deducted with the next scheduled FACTS payment. (Fall sports and cheerleading will be drafted either August 20<sup>th</sup> or September 5<sup>th</sup>. Winter sports will be drafted in November. Spring sports will be drafted in March.)

### **ADDITIONAL EXPENDITURES**

- \* Hot lunch will be provided each day at a cost of \$2.75 per day. Each family will be asked to set up a lunch account for their child. Payments for lunch will need to be made by August 15<sup>th</sup>.
- \* Each elementary class may take three field trips per year. When taking field trips more than two hours from the academy, transportation may be chartered which will increase the cost of the trip? The cost ranges from \$50 in kindergarten to \$150 in fifth grade. At the beginning of the school year, each family will be provided with a list of field trips for the upcoming year. Parents will be asked to indicate which trips they will attend and pay a deposit for their student and themselves.
- \* Middle school students will attend a Middle School Retreat and one major overnight field trip. The cost of the overnight field trip is projected to be between \$150 and \$200.
- \* Each family is expected to support the annual fundraising program by raising \$250 which is used to provide additional educational resources for BCA students. Please indicate on your enrollment form if you would like to have this fee deducted through FACTS (\$21 per month for 12 months).
- \* Optional school pictures are available twice a year.



# Bethesda Christian Academy

## 2012-2013 Tentative School Calendar

August 09	First Day of School for BCA Staff Members
August 13	Open House Extravaganza for elementary and middle school students
<b>August 15</b>	<b>FIRST DAY OF SCHOOL FOR STUDENTS</b>
September 03	Labor Day (school closed for students and staff members)
October 17	NC State Fair Day (school closed for students and staff members)
October 18-19	ACSI Teacher Convention (school closed for students)
October 22	Teacher Workday (school closed for students)
<b>November 21-23</b>	<b>Thanksgiving Holiday (school closed for students and staff members)</b>
<b>December 20- Jan.2</b>	<b>Christmas Holiday (school closed for students and staff members)</b>
January 02	Staff Workday (school closed for students)
January 21	Martin Luther King Jr. Holiday (school closed for students and staff)
February 18	President's Day (school closed for students and staff)
<b>February 19</b>	<b>Staff Workday (school closed for students and staff members)</b>
March 29	Good Friday (school closed for students and staff)
<b>April 1-5</b>	<b>Easter Break (school closed for students and staff members)</b>
May 24	Last Day of School (Dismissed at Noon)
May 28-30	Staff Workdays



# Growing Crusaders

## BCA Family Discount Procedures

Joseph Adams said, "There are obviously two educations. One should teach us how to make a living and the other how to live." I am honored to be a part of a learning community that feels our job is to work together to train students to be competent, solid Ambassadors for Christ. The School Board of Bethesda Christian Academy desires to continue offering, "Growing Crusaders" for the 2012-2013 year. If you refer a new family to BCA, you may receive a \$100 discount on your own tuition for each new family who enrolls at BCA.

To receive this discount the current family must:

- A. Be responsible for the new family's enrollment by introducing them to the school in some fashion: by inviting them to a tour or other event or by encouraging them to stop by the school or call for an application packet. The new family will need to list the name of the family who referred them to BCA at the top of their student application.
- B. Complete a Finder's Discount Card and submit it to the office.

Once a new family is enrolled for a month, you will receive a \$100 credit for their full-time status. If the new family enrolls mid-year, you will receive a pro-rated credit based on the percentage of time the family is enrolled.

BCA will only be able to honor the first name listed on each new family application, so go spread the good news about the best Christian school in the triangle.

### **\$100 Tuition Discount**



### **New Family Finder's Discount**

- Yes, I was a current BCA family who introduced this family to Bethesda Christian Academy by giving them information about the school, inviting them to a tour, inviting them to visit the school, inviting them to an event or encouraging them to pick up an application packet.

Your Name: \_\_\_\_\_

Name of New Family: \_\_\_\_\_

