



RRCA ENROLLMENT CONTRACT

2023-2024 School Year

RRCA agrees to enroll the following child(ren) for the 2023-24 school year, and in turn the student(s) agrees to fulfill academic requirements and comply with the behavior standards of RRCA. With the submission of the Registration Form and Enrollment Contract by RRCA, the undersigned agrees to pay the required fees and tuition as specified below.

Name of Student(s)	Grade Level Fall 2023	Reg. Fee Amount	PLAN A One Pymt Due July 1	PLAN B 10 monthly pymts. due first of month, July to April	PLAN C 12 monthly pymts. <u>Auto Draft Required</u> , July to June
1.			<input type="checkbox"/> Plan A Amount: \$ _____	<input type="checkbox"/> Plan B <input type="checkbox"/> Bank draft Amount: \$ _____	<input type="checkbox"/> Plan C Amount: \$ _____
2.			<input type="checkbox"/> Plan A Amount: \$ _____	<input type="checkbox"/> Plan B <input type="checkbox"/> Bank draft Amount: \$ _____	<input type="checkbox"/> Plan C Amount: \$ _____
3.			<input type="checkbox"/> Plan A Amount: \$ _____	<input type="checkbox"/> Plan B <input type="checkbox"/> Bank draft Amount: \$ _____	<input type="checkbox"/> Plan C Amount: \$ _____
4.			<input type="checkbox"/> Plan A Amount: \$ _____	<input type="checkbox"/> Plan B <input type="checkbox"/> Bank draft Amount: \$ _____	<input type="checkbox"/> Plan C Amount: \$ _____

I understand that in signing the Enrollment Contract for this academic year, I am agreeing to accept the rules and regulations of RRCA as stated in the current handbook and the rule concerning payment of fees as referred to above. Furthermore, I understand that grades and transcripts will not be released unless an account has been paid in full. Credit/debit auto drafts will be processed on the first of each month and bank drafts will be processed on the 7th of the month. I understand that a **late pay fee of \$35.00** will be assessed when tuition is not received by the 7th of each month, and that report cards will be held when tuition payments are one month behind. Online parent access to grades and report cards will be restricted if tuition is not paid and up-to-date.

Enrollment, as specified within the Enrollment Contract, may be cancelled by the parents or guardians in writing, prior to July 1. **The Registration Fee and/or New Student Fee are non-refundable.** If enrollment is cancelled after July 1, the parents or guardians financially responsible for the student are obligated to pay a full month's tuition at the 10 month rate from the withdraw date in addition to a \$250 tuition insurance fee (**and all fees are non-refundable**).

In the event of circumstances out of control of RRCA, such as but not limited to Acts of God, fire, flood, explosion, earthquake, or other natural forces, war, civil unrest, pandemic, accident, or any other event similar to those enumerated above; this enrollment contract remains in effect for the duration of said school year. RRCA commits to continue the level of education required to advance each student to the next level with the same standard set forth in our mission.

To reserve a place for your child, the signed Registration Form, Enrollment Contract, Tuition Collection Policy, Student Covenant (grades 6th-12th), and the enrollment fees must be received by RRCA. This contract shall be interpreted in accordance with the laws of the State of Texas. My/Our signature(s) below affirms that I/We have read, understand and accept the terms and conditions of this contract.

Signatures of Parents or Guardians Financially Responsible for Student:

Date signed: _____ Print Parent Name(s): _____

Parent/Guardian Signature: _____ Parent/Guardian Signature: _____

Office Use Only: Ck # _____ Cash _____ CC _____ Amt _____ Date Rcvd _____ Initials _____
<input type="checkbox"/> RenWeb <input type="checkbox"/> Fees <input type="checkbox"/> QuickBooks <input type="checkbox"/> New Student(s) <input type="checkbox"/> Returning Student(s)



RRCA REGISTRATION FORM
2023-2024 School Year

This form is not meant to simply hold a place for your child; it is a financial commitment. Student enrollment is NOT complete until the signed Registration Form, Enrollment Contract, Tuition Collection Policy, Student Covenant (grades 6th – 12th), and Fees have all been submitted to the Business Office.

PreKindergarten Enrollment

Name of Student <i>PreKindergarten (age 4 by 9/1/23)</i>	<input checked="" type="checkbox"/>	CLASS	DAYS OF WEEK	T-SHIRT SIZE (Choose one for each student)
	<input type="checkbox"/>	PreKindergarten 4s	Monday-Friday	

Kindergarten – 12th Grade Enrollment

STUDENT NAME	GRADE (Fall 2023)	T-SHIRT SIZE (circle one for each student)
1.		
2.		
3.		
4.		
5.		

Extended Care*

***(Optional program that can be added/dropped during the school year)**

STUDENT NAME	<input checked="" type="checkbox"/>	GRADE	EXT'D CARE TIME	FEE
	<input type="checkbox"/>	PK	2:00 pm-3:15 pm	\$200/month
	<input type="checkbox"/>	PK	2:00 pm-6:00 pm	\$375/month
	<input type="checkbox"/>	K – 5 th	3:15 pm-6:00 pm	\$275/month
	<input type="checkbox"/>	6 th & Up	4:00 pm-6:00 pm	\$150/ month



ROUND ROCK CHRISTIAN ACADEMY

Tuition Collection Policy

Round Rock Christian Academy seeks to provide quality education at a minimum cost. The payment of tuition is based on a contract between the parent and the Academy and it is absolutely necessary that payments be made on schedule. The contract stipulates the method and amount of payment.

Most parents fulfill their financial obligation in a timely manner and notify the Business Office if payment issues arise. However, on those occasions when the contract is not honored and the payment is in arrears, the following process will be utilized:

1. When a payment is 7 days late, a late pay fee of \$35 will be added to the tuition statement.
2. When a payment is 15 days late, email reminders may be sent to the parent.
3. When a payment is 30 days late, an email reminder will be sent and a phone call will be made. RenWeb access to homework, grades & report cards may be suspended.
4. When a payment is 60 days late, the Business Office will contact the parent via a phone call, email, and/or letter asking the parent to make arrangements for payment (promissory note, payment plan, etc.)
5. When a payment is 90 days late, the parent will be notified by phone and regular mail that their child(ren) may be withdrawn immediately. Collection efforts will continue for recovery and charge-off may be reported to credit bureaus.

If and when a plan is agreed upon by RRCA and the parent for any payment in arrears, the plan will be in writing and monitored by the Business Office or an administrative representative.

Options for Payment In Arrears

- RRCA will only accept payment by an approved credit card, cashier's check, cash or money order. No personal checks will be accepted.
- If a parent chooses to obtain alternate financing, RRCA will furnish verification of the debt.

RRCA Student Name (print): _____

RRCA Student Name (print): _____

RRCA Student Name (print): _____

Parent's Last Name (print): _____

Parent's Signature: _____

Date: _____



ROUND ROCK CHRISTIAN ACADEMY

2023-2024 Parent/Student Agreement and Acknowledgement Form

Agreement with the Parent/Student Handbook

I ACKNOWLEDGE that our family will read and abide by the policies and procedures outlined in the RRCA Parent/Student Handbook (updated on the website each August).

Biblical Morality Policy

I ACKNOWLEDGE that our family will read and abide by the Biblical Morality Policy and Statement of Beliefs as outlined in the RRCA Parent/Student Handbook.

Agreement for Security Video Surveillance

I AM AWARE that RRCA will maintain appropriate video surveillance for the security of all students.

Agreement for Off-Campus Participation

I GIVE PERMISSION for my child(ren) to participate in field trips, school competitions, class parties and other off-campus activities as deemed appropriate by school administration. I understand that drivers and chaperones are provided and I release RRCA from any liability or obligation resulting from transporting my child(ren) to and from school activities.

Agreement with the Acceptable Use Policy for Technology

I AGREE to the policies stated in the Acceptable Usage Policy for Technology (on the school website). I have reviewed these policies with my children and my children agree to abide by the policies stated.

Agreement for School Directory

I AGREE to have my family demographic information (student and parent names, grade, class, address, phone number, and email) listed in the online directory. This directory is provided for RRCA families and is for school-related use only.

_____ **I DO NOT AGREE**

Agreement for Media Release

I AGREE to give RRCA all rights to publish or use video or photographic images of my child for the purposes of print or electronic advertising, the weekly newsletter email, school website, teacher websites and blogs, school-sponsored social media accounts (student names are not given), and/or the annual student yearbook of RRCA. I waive any right to approve any finished advertising or promotional piece that may be used.

_____ **I DO NOT AGREE** so only use my student in: Yearbook Social Media Print or Web Ads Newsletters

Please be aware that Live Stream events may be uploaded online for later viewing.

Please PRINT and sign each name.

Student's Name (printed) *Signature of Student(s)* *Date*

Student's Name (printed) *Signature of Student(s)* *Date*

Parent's Name (printed) *Signature of Parent(s)* *Date*

Sign and return this form to the school office. Failure to submit this form will result in RRCA assuming that you agree with all of the above.



ROUND ROCK CHRISTIAN ACADEMY

Student Conduct Covenant

6th-12th Grade

Round Rock Christian Academy is a school founded and centered on God and His Word. The purpose of this covenant is to ensure that you are in agreement with who we are and what we expect from all of our students. Our fundamental expectation is that each student strives to embrace and daily live out the characteristics and virtues of Christ, through the power of the Holy Spirit.

Spiritual Life and Accountability

We strive to provide opportunities in which students can grow in their walk with Jesus Christ. Our expectation is that in order to grow, they must have a personal relationship with Jesus Christ. One way we help the students mature is through chapel services. At this time, students come together to worship the Lord and learn from His Word. We also require that students complete a Bible course each year as part of the overall general education requirements. In addition, we strongly encourage students to be involved in a local church, where they can become a part of the worship, fellowship, Bible studies, and accountability groups.

Academic Integrity

We are commanded to love God with our mind, so study and preparation are acts of worship that demand our very best. This means attending all classes and completing assignments on time, showing respect for the thoughts and feelings of other students, and extending common courtesy and respect to the teachers. Any act of academic dishonesty, including cheating or plagiarism, is unacceptable at RRCA because it violates our shared values as Christians and the fundamental search for truth common to all education. Such acts could lead to dismissal.

Social Integrity

RRCA students acknowledge that their bodies are temples of Christ, and therefore, are expected to abstain from the use of alcoholic beverages, illegal drugs (including marijuana, prescription and over the counter medications used in inappropriate ways), or tobacco in any form (both on or off campus). Students will also avoid participating in, supporting, promoting, or condoning sexual immorality (both on or off campus); or being unable to support the moral principles of the school. Body piercings and tattoos are not allowed. Students should refrain from using profane language and use good judgment when choosing dress, entertainment and the way in which time is spent (both on and off campus). Students should use technology appropriately and with good judgement, refraining from sharing inappropriate texts, pictures, and posts with individuals or on social media that are not aligned with the school's stated biblical standards. Violent, inappropriate, discriminating or degrading acts toward another person or thing will not be tolerated. Participation in such behaviors may lead to dismissal.

At RRCA, we seek to be a light in Round Rock and other communities in which our students live and travel. We believe our students will make wise choices regarding the above, whether on or off campus. By signing this covenant, students acknowledge and agree to live by these standards and those outlined in the student handbook.

Having read the above, I make a covenant to live by the expectations of Round Rock Christian Academy. Failure to sign this covenant or to abide by it will result in RRCA considering the student to be out of harmony with our fundamental principles and, therefore, may lead to dismissal.

Please print student name

Student Signature

Date

Please print parent name

Parent Signature

Date



ROUND ROCK CHRISTIAN ACADEMY
Tuition and Fees (2023-2024)

PROGRAM	NEW STUDENTS		RETURNING STUDENTS	ANNUAL TUITION	PLAN A	PLAN B	PLAN C
	New Student Fee (One-time)	Registration Fee (Annual)	Annual Registration Fee * Increases after March 1	Total Annual Tuition	3% discount Payment due July 1	10 Month Plan July-April	12 Month Plan July - June Bank Draft Only
PreKinder 4s 8:15 am - 2:00 pm (M-F, 4 years old by Sept. 1)	\$500.00	\$325.00	\$325.00 \$375.00*	\$8,500.00	\$8,245.00	\$850.00	\$708.33
Elementary (K-5th)	\$1,000.00	\$425.00	\$425.00 \$475.00*	\$9,700.00	\$9,409.00	\$970.00	\$808.33
Secondary (6th - 12th)	\$1,000.00	\$425.00	\$425.00 \$475.00*	\$11,050.00	\$10,718.50	\$1,105.00	\$920.83

All Tuition and Fees are NON-REFUNDABLE

Tuition is due on the 1st of each month and a LATE FEE of \$35 will be charged for all tuition payments received after the 7th of each month. Report cards may be held when tuition payments are one month behind. School records will not be released when a child leaves the Academy and has not paid all charges due. All returned checks and auto drafts will be subject to an additional collection fee. Only cash, money order, debit/credit card, or cashier's check will be accepted after the second returned check. **The parent handbook contains the complete financial policies and procedures of RRCA.**

Family Discounts

The family discount is available to families with multiple children enrolled at RRCA. The discount is taken off the family's annual tuition amount (not a per student discount).

2 Children	\$500.00
3 Children	\$750.00
4 Children	\$1,250.00
5 Children	See Business Office

Round Rock Christian Academy is a Christ-centered, college-preparatory school equipping and developing students to effectively integrate Biblical truth and academic learning into their daily lives to impact their community for Christ.



ROUND ROCK CHRISTIAN ACADEMY

Other Fees (2023-2024)

EXTENDED CARE	TIME	GRADE	RATE/ MO.
After Care 1	2:00-3:15 pm	Pre-K	\$200
After Care 2	2:00-6:00 pm	Pre-K	\$375
After Care 3	3:15-6:00 pm	K — 5th	\$275
Hang Time <i>(drop-in rate of \$5.00 / half hour)</i>	4:00-6:00 pm	6th-12th	\$150

OTHER FEES	FEE
Yearbook (K-12th)	\$40
Discovery Enrichment <i>K-5th grade, per month</i>	\$35-\$55
Hot Lunch Program	<i>varies</i>
Graduation Fee (Seniors) <i>One-time, billed in January</i>	\$175
International Student Fee <i>One time fee</i>	\$1,500
Chromebook Case	No Charge
Chromebook Insurance (6th-12th) <i>Annual fee</i>	\$30

EXTRACURRICULARS	FEE
HS Speech/Debate <i>Annual fee</i>	\$300
Girl's Choir Uniform (6th -12th)	\$65-\$75
Boy's Choir Uniform (6th -12th)	\$55-\$125
Spring Show Costume <i>Annual fee</i>	\$50 max
Dance Team <i>(*Plus the cost of camps and costumes)</i>	\$250*
Yell Cru (9th-12th)	\$75

HIGH SCHOOL ATHLETICS	FEE
Football	\$300
Varsity Volleyball	\$300
JV Volleyball	\$250
Varsity Basketball	\$300
JV Basketball	\$250
Baseball	\$300
Track	\$250
Cross Country	\$225
Golf, Swim or Tennis	See Athletic Office
Cheerleading <i>(*plus the cost of camps and uniforms)</i>	\$250*

MIDDLE SCHOOL ATHLETICS	FEE
JH Football (7th-8th)	\$225
Cheer (MS) <i>(*plus the cost of camps and uniforms)</i>	\$150*
Flag Football (5th-6th)	\$125
Volleyball (5th-8th)	\$125
Basketball (5th-8th)	\$175
Track (7th-8th)	\$125
Track (5th-6th)	\$ 30
Cross Country (7th-8th)	\$125
Soccer (5th-8th)	\$125
Golf, Swim or Tennis (5th-8th)	See Athletic Office