

ALL SAINTS CATHOLIC ACADEMY
CONTINUOUS ENROLLMENT AGREEMENT
2025-2026

CONTINUOUS ENROLLMENT AGREEMENT

I _____ agree to the terms set forth in the Continuous Enrollment Agreement as outlined below. From the time of admission, I understand that my child will be considered enrolled at All Saints Catholic Academy through their 8th grade graduation unless otherwise notified by a parent or guardian completing a withdraw form.

WHAT IS CONTINUOUS ENROLLMENT?

At All Saints Catholic Academy, we recognize the value in a sustained, long-term partnership with families in the education of their children. A seamless transition from elementary through 8th grade provides a consistent, thorough progression through academic coursework. Because of this philosophy, ASCA is pleased to offer a concept in enrollment management called Continuous Enrollment. From the time of admission, your child will be considered enrolled at ASCA through their 8th grade graduation unless otherwise notified by the parent.

CONTINUOUS ENROLLMENT

Please take time to fully review this Continuous Enrollment Agreement (CEA), as your electronic signature will confirm your understanding that your student(s) will be continually enrolled at All Saints Catholic Academy (ASCA). This contract applies to the first academic year and will automatically renew for each successive academic year until your student has graduated from ASCA. This contract will be in force unless and until it is terminated by ASCA at any time, or completion of the withdrawal procedures as outlined below by the parent.

As a family maintains their continuous enrollment, each student's information (i.e. address, phone, email, emergency contacts, and medical information) is continuous from grade to grade in FACTS Family Portal. ASCA will help to maintain the database by reminding parents to update their demographic information regularly.

CONTINUOUS ENROLLMENT FEE

The Enrollment Fee and the Building Fee for the following academic year will be billed on **March 1st**. If you complete the Intent to Withdraw Form prior to **February 21st**, you will not be responsible for the fees. For withdrawals received after **February 21st**, the Enrollment Fee and Building Fee will be due and non-refundable. Additional fees for registration materials, textbooks, technology, Chromebooks, and graduation will be added to

your first monthly payment these fees are non-refundable.

TUITION PAYMENT SCHEDULE

Tuition is updated annually on the school website. Once your tuition payment plan is set up, the agreement will be renewed each year unless written notice to change the payment plan option is provided to the Business Office.

DELINQUENT ACCOUNTS

Students will not be assigned to a class, receive their schedule, or be allowed to participate in athletics unless the account is current through August. Once school begins, students will not be admitted to class or allowed to participate in athletics when the account has 2 months tuition past due. FACTS charges a non-sufficient funds fee if

funds are not available when collection is attempted. ASCA assesses a late fee after the 2nd failed attempt to collect a tuition payment, however, ASCA reserves the right to assess a late fee if tuition is paid after the 30th of the month.

Please refer to the [Parent and Student Handbook](#) on the school website for the current amount of these fees and other financial policies.

WITHDRAWAL POLICIES

To withdraw your child at any time for the current or following school year, you must complete the ASCA Intent to Withdraw Form available on the school website. If you withdraw your child or your child is expelled once the school year begins, you will be responsible for all annual fees in addition to tuition prorated over the 10-month school year for the number of days the student was enrolled, including the day of withdrawal.

Please refer to the [Parent and Student Handbook](#) each year for updates to these and other financial policies. In the event of withdrawal for any reason, all accounts must be current before report cards, transcripts, test results, and other official records are released.

CONTINUOUS ENROLLMENT AGREEMENT TERMS

By electronically signing this document, I agree the following:

- We agree that the term of my student's continuous enrollment begins with this signed Continuous Enrollment Agreement and, thereafter, continues automatically through completion of Grade 8 or, if necessary, until the ASCA Intent to Withdraw Form is completed. This form is found under Admissions on the web site.
- We understand that the continuous Enrollment and Building Fee will be due each Spring for enrollment the following school year. These fees will be billed on March 1st each subsequent school year.
- We agree to keep our student's demographic information updated in FACTS Family Portal.
- We agree to maintain a current tuition payment plan with terms as specified above and that any changes to those terms must be communicated in writing to the Business Office.
- We agree to the financial policies set forth in this agreement and acknowledge that we will review the [Parent and Student Handbook](#) each year for any changes to those policies.
- We agree to fulfill all financial obligations promptly.
- My electronic signature signifies my understanding of an agreement to the terms of the Continuous Enrollment Agreement with All Saints Catholic Academy.

Family Name: _____

Student(s) Names: _____

Parent Electronic Signature: _____ Date: _____