



Enrollment Information New Student Application 2023 ~ 2024

Registration begins Thursday, March 2, 2023

9333 Linwood Avenue Shreveport, LA 71106
318.687.4923
CalvaryCavaliers.org

Calvary Baptist Academy is an equal opportunity educational agency employer and does not discriminate or deny services based on race, color, national origin, sex, handicap, and/or age.



CALVARY BAPTIST ACADEMY

9333 Linwood Avenue, Shreveport, LA 71106 * P-318-687-4923 * F-318-687-4925

Tuition and Enrollment Information

1. Complete Application for Admission for new student enrollment.
2. Return application and required information to the school office.

Required Information:

- Completed Application for Admission form
 - Copy of Birth Certificate
 - Copy of current Health/Immunization Record
 - Copy of Social Security Card
 - Previous school records (last completed year report card, most recent report card current year, high school transcript)
 - Standardized test scores (LEAP, PARCC, IOWA, EOCT, Pre-ACT, ACT, etc.)
 - Discipline and Attendance Reports (last completed year and current year)
3. After Application for Admission and all required paperwork is turned in, a Placement Test and tour will be scheduled for all new students.
 4. After student has tested and been approved for admission, parent will go to the main office to complete enrollment. Student is considered enrolled after an Enrollment Contract is signed, non-refundable fees are paid, tuition payment arrangements are made, and all enrollment forms are completed. The signed contract is a legally binding agreement.

Tuition and Fees

Tuition

PreK-4 – 6th Grade \$6,100

7th – 12th Grade \$6,850

Fees

\$900 School Fees include: Academic \$300; Administrative \$200; Safety/Security \$100; Facility \$100; Technology \$150; Yearbook \$50

Yearly Total

PreK4 – 6th Grade \$7,000

7th – 12th Grade \$7,750

Other Expenses Not Included in Tuition:

Extracurricular activities (sports, spirit groups, field trips, student organizations, etc.)
School lunches, supplies, uniforms, and pictures. School pictures are optional.

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Tuition Incentives and Discounts

- Multiple student discount (*10% discount for 2 students; 15% off for 3 or more students*)
- Calvary Baptist Church Active Member discount (*\$250 per family*)
- Active-Duty Military and First Responder discount (*\$250 per family*)
- Annual Payment Discount (*\$500 discount per family if tuition paid in full by August 1st*)

Payment Options

1) **Full Payment**

- Pay full tuition and fees by August 1st.

2) **Semester Payments**

- Two semester payments payable $\frac{1}{2}$ tuition by August 1st and $\frac{1}{2}$ by January 5th

3) **Monthly Payments**

- Monthly payments are made by automatic withdrawal from debit/credit card, checking, or savings account. Account information and the preferred date(s) of the withdrawal from the account will need to be provided at time of enrollment.

Yearly Registration Process for Returning Students

Parents must verify enrollment and register students every year. This process usually begins in February. To register, the parent will need to do the following:

- Verify and update current student information
- Pay \$500 deposit for each child. This deposit will be applied toward school fees.
- Fill out and sign required paperwork (Intent to Return)

The intent to return form and deposit should be completed no later than March 1st. The remaining balance on fees must be paid by May 1st, to secure their enrollment. *Students will be considered officially registered only after paperwork is signed, returned to the office and all school fees are paid.*

The school office is open Monday through Friday 8:00 a.m. – 4:00 p.m. If you have questions, please call or email: (318) 687 – 4923 ~ CBA@CalvaryShreveport.org

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2023-2024 APPLICATION FOR ENROLLMENT

9333 Linwood Avenue, Shreveport, LA 71106 * P-318-687-4923 * F-318-687-4925

Application Date _____

Name of Student _____ Male Female

Last

First

Middle

Student Preferred Name _____ Student Email Address _____

Home Address _____

Home Phone _____ Date of Birth _____ Place of Birth _____

Current Grade _____ Application for Grade _____ Social Security _____

Ethnicity: African American/Black Asian Caucasian/White Hawaiian/Pacific Islander

Hispanic Native American/Alaskan Native

Current School Attending _____ Public Private

Address of Current School _____

Principal of Current School _____ Phone Number _____

Does student have a current IEP? Yes No **If Yes, submit diagnostic evaluation.**

Does student have a current IAP/504 designation? Yes No **If Yes, submit diagnostic evaluation.**

Has student ever been required to have psychological testing? Yes No **If Yes, submit diagnostic evaluation.**

ParentsWeb Access _____ Financially Responsible _____

Mother/Guardian _____

Cell Phone _____

Employer _____

Work Phone _____

Email Address _____

Stepfather (if applicable) _____

Cell Phone _____

Employer _____

Work Phone _____

Email Address _____

Address _____

ParentsWeb Access _____ Financially Responsible _____

Father/Guardian _____

Cell Phone _____

Employer _____

Work Phone _____

Email Address _____

Stepmother (if applicable) _____

Cell Phone _____

Employer _____

Work Phone _____

Email Address _____

Address _____

Note: If you have any special arrangement concerning custody, finance, reporting of grades or any other pertinent information that the school needs, please list this on a separate sheet and attach it to this application.

Emergency Contact (Other than a parent) _____

Phone Number _____ Relationship to student _____

Religious Affiliation _____ Church _____

Has the student ever skipped or repeated a grade? Yes No If Yes, indicate the grade and explain the circumstances. _____

Describe any special circumstances which have affected the student's performance in school. (For example, illness or physical handicaps, particular learning difficulties, or frequent changes in homes or schools) _____

Has the student ever been (**circle one**) **suspended withdrawn expelled** from another school for academic or disciplinary reasons at the request of the school authorities? Yes No If yes, please explain the circumstances. _____

Has the student ever been charged with a misdemeanor/felony offense with the juvenile authorities? Yes No If yes, please explain the circumstances. _____

Does the student have now, or in the past, any significant medical or psychiatric problems? Include any special physical and/or medical considerations or limitations. Yes No If yes, you must submit documentation. Please explain the circumstances. _____

Has the student ever been involved with Child Protective Services (CPS)? Yes No If yes, please explain the circumstances. _____

Will the student be applying for financial assistance to attend? Yes No

Describe any additional talents or achievements the student has shown in or outside of school _____

Calvary Baptist Academy does not discriminate in the acceptance of qualified students due to race, creed, ethnic origin, gender, or athletic ability.

A parent should arrange for all transcripts and testing results from previous schools to be sent to Calvary Baptist Academy. An application is not complete until all documents are received.

The following is REQUIRED for this application to be considered complete:

- Completed Application for Enrollment signed by a Parent or Guardian
- Copy of Birth Certificate
- Copy of Social Security Card
- Copy of current Health/Immunization Record
- Last completed year report card and current report card, high school transcript if applicable
- Standardized test scores (LEAP, PARCC, IOWA, EOCT, Pre-ACT, ACT, etc.)
- Last 2 years Discipline and Attendance Records

By signing below, I attest that all of the above information is true and accurate. I confirm that all information regarding academic, medical/physical, emotional, psychological and disciplinary issues have been fully and honestly disclosed to Calvary Baptist Academy upon the completion of this application.

Signature of Parent or Legal Guardian

Date

Please return this application and all attachments to Calvary Baptist Academy at 9333 Linwood Ave. Shreveport, LA 71106 or you may email it to Enrollment@CalvaryShreveport.org.

CALVARY BAPTIST ACADEMY

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CONTINUOUS ENROLLMENT CONTRACT

This CONTINUOUS ENROLLMENT CONTRACT ("Contract") is made by and between Calvary Baptist Academy (the "School"), and the parent(s) or legal guardian(s) (individually and collectively, the "Parent/s") of _____ ("Student"). All persons signing this Contract are jointly and severally liable for the tuition and fees set forth herein.

The Parent/s's signature on this Contract evidences Parent/s's understanding and agreement to the following terms:

1. Enrollment: The Parent/s understand and agree that an intent of this Contract is to provide for a continuing academic relationship until Student graduates from the School or the Contract is terminated, whichever first occurs. Accordingly, the initial term of the Contract shall be for the 2023-2024 school year and shall renew automatically for each successive school year until graduation from the School, unless or until this Contract is terminated by the School or written notice of termination from Parent/s is received by the Director of Admissions on or before April 1st of each year. Simply stated, if Student will *not* be returning to the School for the following school year, the Director of Admissions must receive a written notice from the Parent/s about that decision by April 1st of the then-current school year. Any failure to timely provide such notice shall result in the Parent/s being obligated to pay full amount of Student's fees and can be subject to having to pay entire tuition for the subsequent school year.

2. Registration fees and tuition: Student/s fees will be charged and payable in two monthly drafts (April and May) for the subsequent school year if Parent/s didn't submit written notice to Director of Admissions of their withdrawal decision by April 1st and/or made payment of fees or made other written arrangements of payment on or before March 30th. Each account that doesn't choose to pay tuition annually or by semester will be drafted for 10 consecutive months (August - May).

3. Tuition obligation: Parent/s acknowledge the School must prepare its budget for the school year based upon the number of students enrolled for that school year. Parent/s also acknowledge the School must commit to undertake certain obligations for the school year prior to the commencement of that school year, and those obligations include, but are not limited to, employment contracts with faculty and staff. Parent/s further understand that, consequently, the obligation to pay all charges for the full Academic Year is unconditional. No portion of such charges, whether paid or outstanding, will be refunded or canceled due to the subsequent absence or withdrawal of Student after the termination deadline. The School's Refund Policy for Withdrawal of a Student will only apply in the limited circumstances outlined as follows:

- The family is required by a third-party employer to move more than 40 miles from the CBA campus
- The family's primary wage earner is terminated by a third-party employer
- The death of the student, parent, or sibling

4. Termination procedures: Parent/s may terminate this Contract by submitting a written termination notice to the Director of Admissions by April 1st for the subsequent school year. The termination notice must be (a) submitted on the School's Termination Form, which can be obtained from the Director of Admissions, and (b) received by the Director of Admissions on or before April 1st. If such termination notice is timely received, Parent/s will be relieved of all tuition and fees that would have come due after the termination date for subsequent school years.

5. Incidentals: Parent/s understand certain fees, including but not limited to such things as textbooks, spirit items, field trips and/or other educational opportunities, etc. can be applied throughout the year and if not paid within 14 days, charges shall be charged to account and Parent/s agree to pay these fees within fourteen days of charges being applied.

6. School Rules: Student's enrollment at the School is subject to the general statements, rules, regulations, conditions, and financial terms contained in the School's Parent-Student Handbook and other published documents, which may be amended from time to time. Parent/s acknowledge that Parent/s and Student must abide by such School rules and guidelines.

7. Support: The Parent/s understand and support the Christian philosophy to which the School is committed and its methods, objectives, and policies, including moral, academic, behavioral, dress, conduct, and disciplinary standards. Parent/s further assume the responsibility for parental monitoring of the Student's education; for being an encourager; for keeping in regular contact with Student's teachers; and to attend mandatory meetings that may be called by the School.

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- 8. Termination of Student's attendance:** The School reserves the right to suspend or dismiss any student for reasons set forth in the Parent-Student Handbook or for reasons that the School Administration considers detrimental to the School community.
- 9. Payment and late fees:** Parent/s understand and agree that a Late Charge may be added for any delinquent payment.
- 10. Default of payment:** In the event of default (default being 60 days past due), the School has the right to prohibit Student from participating in extracurricular activities and/or attending any classes until payment is made or other acceptable arrangements are made with the School. No tuition refund or credit will be given for suspended days. Further, as to any account more than 90 days in arrears, the School reserves the right to accelerate the total unpaid balance of tuition and fees due under any selected payment plan. Grades or transcripts will not be released until the Parent/s account is current. Additionally, the Parent/s agree to pay reasonable attorney fees and court costs associated with any action to enforce this Contract.
- 11. School communication:** Parent/s understand and agree that family information, including names, email addresses, home addresses, and telephone numbers of Parent, Student, and other children in attendance at the School, will be made available to School employees and volunteers for internal communication purposes.
- 12. Photos/Videos consent:** Parent/s understand and agree that photos and videos of the Student may be taken throughout the year and published through different mediums including but not limited to websites, social media pages, news bulletins, and billboards.
- 13. Medical authorization:** The School has permission to provide emergency medical care or treatment to Student. Parent/s agree to indemnify and hold the School and its officers, directors, employees, and agents harmless from any cost, liability, or expense arising from medical care or transportation provided to Student. In the event of an accident or emergency, Parent/s authorize the School authorities to take Student to any available doctor or hospital. As required by law, the Parent/s agree to provide updated immunization records each year to the School.
- 14. Student's satisfactory completion of current school year:** The School requires each student to make measurable and acceptable academic progress toward the requirements for promotion and graduation. In the event Student fails to make demonstrable academic progress, the School reserves the right to dismiss Student or to withhold the offer of enrollment for the following academic year. The School reserves the right to screen my student as needed for developmental concerns. In the event an offer of enrollment is denied after the termination deadline, registration fees will be credited or refunded. In the event the account for the current school year is not paid in full, the registration fees will be applied to outstanding tuition and/or other fees.
- 15. Force majeure:** Parent/s understand that the duties and obligations of the School under this Contract may be suspended immediately without notice during all periods that the School is closed because of force majeure events including, but not limited to, fire, acts of God, war, governmental action, terrorism, epidemic, pandemic or any other event beyond the School's control. If such an event occurs, the School's duties and obligations in this Agreement may be suspended or postponed until such time as the School, in its sole discretion, may safely re-open. Parent/s further acknowledge and agree that the sole remedies for a force majeure event are, at the sole discretion of the school, future service delivery, if and when possible, or remote learning, and that Parent/s obligations under this contract will continue. No portion of any amounts paid or outstanding will be refunded or cancelled if the School is closed or is unable to provide classes, instruction, or other services to the extent that such closing or inability has been caused by force majeure. Any failure or delay in the performance of the School because of force majeure will not relieve the undersigned of their obligations to pay any amounts owed under this contract.

By signing below the Parent/s agree to be bound by the terms and conditions expressed herein effective as of date signed:

Parent/guardian signature

Parent/guardian signature

Parent/guardian name

Parent/guardian name

Date

Last four digits SS#

Date

Last four digits SS#

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Date _____

Parent(s) Names:

Name _____ Email _____ Phone _____

Address _____

Name _____ Email _____ Phone _____

Address _____

Individual Responsible for Payment: _____ Check here if same as above

Name _____ Email _____ Phone _____

Address _____

Children:

Name _____ Grade _____ Annual tuition \$ _____

Name _____ Grade _____ Annual tuition \$ _____

Name _____ Grade _____ Annual tuition \$ _____

Payment Options: _____ Monthly _____ Semi Annually _____ Annually

Bank Draft _____ 1st _____ 10th _____ 15th _____ 1st / 15th

Name on Account _____

(PLEASE ATTACH VOIDED CHECK) Routing # _____ Account # _____

*Insufficient bank drafts will be resubmitted with a \$25 NSF fee added.

Credit/Debit Card _____ 1st _____ 10th _____ 15th _____ 1/15th _____ Biweekly _____ Other _____

Date _____

Name on Account _____

_____ Visa _____ MC _____ Discover _____ AMEX

Card number _____ exp. date _____ CSV code _____ billing zip code _____

*All card payments will be submitted with a \$10 monthly usage fee.

Signature

Date

Signature

Date

OFFICE USE ONLY

Notes: _____

Registration Fees \$ _____

Discounts MC CM PIF SEM EMP S FA - Total _____ Self Pay

1st 10th 15th 1/15th BiW Other _____ Draft amount per payment \$ _____ Start Date _____