



ENROLLMENT CONTRACT 2011/2012

Student Name _____ Grade _____

I understand that before my child can be scheduled for classes, this contract and a Payment Plan Agreement must be completed, signed, and submitted to the Business Office.

In consideration of acceptance of the Enrollment Contract by Glenforest School, the undersigned agrees to pay the required tuition for his/her child, as specified in the 2011-2012 Tuition Schedule. The signed Enrollment Contract is required to be submitted, received, and approved by the Head of School prior to the first day of classes. Please return this contract to the Business Office. It will then be signed as ACCEPTED by the Head of School, and a copy will be sent to the financially responsible parent or guardian. See tuition schedule attached.

Annual and semi-annual payments are to be submitted to: The Business Office, Glenforest School, 1041 Harbor Drive, West Columbia, SC 29169. The monthly payment plan will utilize the ACH feature, automated drafts from either a checking account or a savings account. I understand that by signing this Enrollment Contract, I am agreeing to accept the rules and regulations of Glenforest School. Furthermore, I agree to the policy of the school that no student's grades or transcripts will be released until the account has been paid in full.

I agree that the tuition payments must be made on or before the due dates or the student will not be allowed to attend classes until said monies are paid. Payments are due on the date specified on the tuition schedule and are past due thereafter. A late fee of \$35.00 per month will be added to any payment, which is not paid when due. I agree that invoices over ten days in arrears may be forwarded to an attorney or collection agency for collection. I agree to pay all reasonable attorney fees, court costs, and all additional expenses of collection, including the \$35.00 per month from the date due through the date of final collection.

I agree that enrollment may be cancelled by the parents or guardians in writing, without penalty, prior to August 15, 2011. If enrollment is canceled after August 15, 2011, the financially responsible parents or guardians are obligated to pay the full annual charges. I understand that my obligation to pay tuition for the full academic year is unconditional and that after August 15, 2011, no portion of the paid tuition will be refunded in the event of absence, withdrawal, or dismissal from Glenforest School.

I agree that the School Head shall have the sole right to assess and prescribe the educational program for my child. I agree that Glenforest School reserves the right to suspend or dismiss any student whose behavior impedes the interest of the program or who is disruptive to the educational process of fellow students. I agree to release and hold harmless, Glenforest School or any of its agents and employees. I also agree to indemnify the school for damages by my child. I agree that no oral representations or warranties have been made by Glenforest School or any of its representatives to induce me to execute this Contract. I have read and understand all provisions of the Contract and hereby apply for admission of my child into the program for the above stated academic year. Upon acceptance of the Contract by the Head of School of Glenforest School, all provisions of this agreement are declared to be binding to both parties. This contract shall be interpreted in accordance with the laws of the State of South Carolina.

Financially Responsible Parent/s or Guardian/s:

Name/s (Please Print)

Phone# _____ Cell# _____

Financially Responsible Party Signature

Date

Accepted by Glenforest School

Head of School Signature

Date