



4300 Northside Drive, Atlanta, GA 30327

404.846.2622

Application and Student Data Form

Student Information:

First Name

Middle Name

Last Name

Check One

Male

Female

Date of Birth

Age: Years / Months

Previous School Experience:

School Name

Duration

Projected Enrollment Date:

What are your educational objectives at this stage of your child's academic path?

Contact Information:

Mother's Name Mrs./Ms./Dr.

Father's Name Mr./Dr.

Street Address

Street Address

City

State

Zip

City

State

Zip

E-Mail Address

E-Mail Address

Mother's Employer

Father's Employer

Phone

Phone

Siblings: Names/ Ages/ Current Schools



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Enrollment Contract
2023-2024 Academic Year

As parent or guardian of the student linked to this Enrollment Contract, I hereby register the student at Buckhead Preparatory School, LLC (the School). I understand that Buckhead Prep is an academic school and is not operating as a daycare as defined and licensed by the State of Georgia. I understand and agree that enrollment at the School will be made on the following terms and conditions:

1. Acceptance and placement shall be determined by the Admissions Office and Administration of the School. Elementary students will participate in an interview and complete an academic assessment before their official acceptance is offered by the School. A student's continuance in the School depends upon successful performance and progress, as determined by the School at its sole discretion.
2. When a student enrolls in the School, the student, and parent(s), or guardian agree to comply with and abide by the School's rules, policies, and protocols as presented in publications (Parent Handbook) issued by the School from time to time.
3. The School reserves the right to dismiss or suspend a student if, in the sole discretion of school authorities, such action is deemed in the best interest of the School.
4. The School is expressly authorized and granted permission to secure transportation to a hospital and/or secure medical treatment for my child (or ward) in case of a medical emergency, provided that the School is unable to contact me.
5. I hereby give permission for my child (or ward) to participate in all on- and off-campus activities offered and provided by the School, and I absolve and release the School, its officers, owners, trustees, employees, agents, and representatives from liability to the child or to me or any other parent, guardian, or sponsor of the child because of an injury sustained at school or during any school activity.
6. The School, and/or representatives authorized by the School, are provided with permission to use and share video, photographs, excerpts, and/or artifacts of my child (or ward), or their work, for both educational and/or school-related public relations and social media purposes. Parents have the right to opt-out of this but must send an email to the head of either the primary school or elementary school to inform them of this decision.
7. My child (or ward) is given express permission to participate fully in technology instruction, including the usage of services that may be managed outside of the school through shared services and/or cloud computing and storage.
8. For all New Students, the School requires the payment of a \$350 Application and Registration Fee. I understand that the Application and Registration Fee is nonrefundable. To secure a spot for my child (or ward), the School requires this executed Enrollment Contract and the payment of the annual Application and Registration Fee of \$350. In addition, new elementary students must attend the scheduled interview and assessment day before their official acceptance is offered by the School.

9. For Returning Students, the School requires the payment of a \$250 Registration Fee. I understand that the Registration Fee is nonrefundable. To secure a spot for my child (or ward) for the following school year, the School requires this executed Enrollment Contract and the payment of the annual Registration Fee of \$250.

10. In consideration of the School's reserving a space for my child (or ward), the parent(s) or guardian who types or enters his or her signature below on this Enrollment Contract assumes the responsibility for making timely payments in accordance with the published annual Tuition Payment Schedule. If scheduled payments are not made by the published dates, the student's space is forfeited, and transcripts will be withheld. If past-due tuition amounts and/or additional service fee amounts are significant, the School reserves the right to refuse attendance until the past-due balance is settled in full. I understand that past-due amounts may be subject to late fees, including interest and any legal fees associated with collection.

11. I understand that I may cancel this Enrollment Contract without obligation for the annual tuition provided that I cancel the Enrollment Contract prior to April 30, 2023. After April 30, 2023, I understand that the full tuition amount related to the enrollment becomes due unconditionally. I understand that no portion of such fees outstanding will be credited or canceled and that the School will not refund any payment that I have submitted.

12. Registration Fees and Tuition Payments are nonrefundable. Balances are due in full based on the payment schedule selected below. The tuition obligation, as provided in paragraph 11, is binding and unconditional regardless of the payment plan selected.

13. The Enrollment Contract shall be interpreted in accordance with the laws of the State of Georgia. This contract contains the entire agreement of the parties. It may not be amended except in a written document from the School signed by all parties that expressly acknowledge such amendment.

14. The tuition as stated for each program includes special event and field trip fees.

I Accept these Terms and Conditions

Please indicate the program that you are selecting for your child and the preferred days of attendance:

Select Program:

Preferred Days: for non-5 day programs

Monday Tuesday Wednesday Thursday Friday

Tuition Payment Schedule:

Please select your payment plan

(Installment Payments or Single Payment)

<u>Program</u>	<u>Installments</u>	<u>Single Payment</u>	
Toddler - 2 days	\$1,950.00	\$6,500.00	Installment Payments
Primary - 3 days	\$2,250.00	\$7,500.00	
Primary - 4 days	\$2,700.00	\$9,000.00	Single Payment
Primary - 5 days	\$3,000.00	\$10,000.00	
Full Day Primary & Kindergarten	\$3,750.00	\$12,500.00	
Elementary	\$3,950.00	\$13,750.00	

1. The Registration Fee is due when submitting the executed Enrollment Contract. The Registration Fee reserves a roster spot for the student and is due in addition to the stated tuition for the program.
2. The Installment Payments are due May 15, 2023, September 15th, 2023, December 15th, 2023, and March 15th, 2024.
3. The Single Payment for the 2023-2024 school year is due May 15th, 2023.

Child's Name

Parent's Name (or Legal Guardian)

Parent's Signature (or Legal Guardian)

Date

Application and Registration Procedures:

1. For New and Returning Students, please submit the completed Application Form and Enrollment Contract to the front office or return via email to admissions@buckheadprep.com.
2. If applying as a New Student, please submit payment of \$350 Registration and Application Fee along with these forms.
3. If enrolling a Returning Student, please submit payment of the \$250 Registration Fee along with these forms.

Buckhead Preparatory has a non-discriminatory policy relative to race, color, and national origin with respect to the admission of students and the employment of faculty and administrative staff. Buckhead Preparatory considers the records of all individual students to be confidential information available to a child's parents or legal guardians upon request. Records will only be released to other schools or agencies upon signed request from a parent or guardian and the payment of all accounts and school fees.