

Parent and Teacher Contract (for students in Bethann Anderson's classes)

By signing this contract you agree that:

Your student(s) are enrolled in AACE, Inc. and in good standing with Friday School.

You are arranging for tutoring sessions on a weekly basis for the school year. The sessions are in addition to your homeschooling and are not to be used as a substitute.

Your student(s) are responsible for homework assignments. Parents will not be notified of missing or late assignments.

Should I become ill or have some urgent matter, I will provide an Emergency Lesson Plan by way of a substitute teacher. If there is a substitute for the class, class participation and attendance are still required by the students. If I have to cancel class I will let you know, I will inform you through email as soon as possible.

Report cards will be emailed by the third week in June.

If for any reason you must dis-enroll, tuition is due for the current semester, there are **no refunds**.

If for any reason your student cannot make a class please let me know as soon as possible, and I will make arrangements for class projects/participation and assignments.

A total of 6 absences per semester will result in a dis-enrollment in the class. Tuition is still due for the current semester if the student(s) are dis-enrolled. Should dis-enrollment occur, all forms and fees required by AACE must be filled out and returned to me to remain in good standing with Friday School.

Tuition payments are due the first Friday of each month. A late fee of \$10 will be assessed for each week payment is late. A fee of \$40 per occurrence will be charged for NSF checks and future payments must be made in cash or money order.

Books used in my classes will be provided by me. Students are expected to take good care of them and return them in the same condition on the preset return date. Books not returned on time will incur a \$50 lost book fee. All lost book fees must be paid in order to remain in good standing with Friday School.

Extra credit assignments will also be available should your student wish to enhance their grade.

A syllabus will be provided for the course on the first day of school. Students will be responsible for knowing the content of the syllabus and following through with assignments. If parents would like a copy of the syllabus please email me your request.

Tuition can be paid via cash, check, credit card or PayPal, however, **I prefer PayPal**. If using PayPal please see me for instructions. Only cash payments will receive a receipt.

Tuition Discounts: Basically, paying the semester or yearly fee gives you one month free.

payment	monthly payments (9)	semester payments (2)	1 yearly
1 student/class	\$60 each month	\$240 (Aug. & Jan.)	\$480 (Aug.)
2 students/classes	\$110 each month	\$440 (Aug. & Jan.)	\$880 (Aug.)
3 students/classes	\$165 each month	\$660 (Aug. & Jan.)	\$1320 (Aug.)

The class supply/admin fee is \$75 per student for students registering in May to cover additional handouts that will be distributed throughout the year as well as hands-on project materials. The supply/admin fee of \$75 is not refundable. For students registering after May the class supply/admin fee is \$100 and is also not refundable.

 Parent Signature Printed Name Date

Student Name: _____

Student Name: _____

Student Name: _____

Supply Fee: Date _____ Amount _____ Cash Check # _____ CC PayPal

Monthly Fee: _____ Semester Fee: _____ Year Fee: _____

August: _____ Cash Check# _____ CC PayPal Late Fee: _____

September: _____ Cash Check# _____ CC PayPal Late Fee: _____

October: _____ Cash Check# _____ CC PayPal Late Fee: _____

November: _____ Cash Check# _____ CC PayPal Late Fee: _____

December: _____ Cash Check# _____ CC PayPal Late Fee: _____

January: _____ Cash Check# _____ CC PayPal Late Fee: _____

February: _____ Cash Check# _____ CC PayPal Late Fee: _____

March: _____ Cash Check# _____ CC PayPal Late Fee: _____

April: _____ Cash Check# _____ CC PayPal Late Fee: _____