

***TUITION AGREEMENT***

STUDENT'S NAME \_\_\_\_\_ NICKNAME \_\_\_\_\_ EMAIL \_\_\_\_\_

TODAY'S DATE \_\_\_\_\_ HOME PH # \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

GRADE LEVEL IN SCHOOL \_\_\_\_\_ HOME SCHOOL \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

BILLING ADDRESS  SAME OR \_\_\_\_\_

MOTHER \_\_\_\_\_ HM # \_\_\_\_\_ WK # \_\_\_\_\_ EMAIL \_\_\_\_\_

FATHER \_\_\_\_\_ HM # \_\_\_\_\_ WK # \_\_\_\_\_ EMAIL \_\_\_\_\_

How did you hear about The Academic Institute, Inc? \_\_\_\_\_

**MONTHLY TUITION:** Year round tuition is calculated annually and divided into equal monthly payments regardless of the number of school days per month. Summer tuition is paid in two equal payments.

*NOTE: Semesters are typically five months. You pay semester tuition monthly. However, students are encouraged to proceed at their own pace. Due to our small class sizes, students often complete a semester credit in two months or so. You pay on the first of each month.*

1.) Annual Registration Fee: \$ 125.00 \$ \_\_\_\_\_

2.) Annual Book Fee: \$ 75.00 \$ \_\_\_\_\_

3.) Class Fees:

	<u>SMALL GROUP RATES:</u>	<u>ONE-TO-ONE RATES:</u>
1 class	\$ 425.00/month	\$75.00/hour
2 classes	\$ 805.00/month	
3 classes	\$ 1,225.00/month	
4+ classes	\$ 1,625.00/month	

Class title:	Start date:	Textbooks / Materials:
<b>TOTAL DUE FOR CLASSES:</b>		\$ _____
Please select payment method:		Date _____ Amount \$ _____
<input type="checkbox"/> 1. Credit Card <input type="checkbox"/> 2. ACH (automatic clearing house) checking/savings account deductions		<b>Due Date</b> _____ <b>Balance</b> \$ _____
<b>Your monthly payment amount is \$ _____.</b>		

**TERMS AND CONDITIONS:**

1. A registration fee is due upon enrollment **and is non-refundable.**
2. Tuition fees are non-refundable. In cases of extenuating circumstances beyond the family's control, every attempt will be made to offer options that will allow the student to complete their class. The students and family will be expected to accept any options that are feasible and reasonable.
3. All tuition is due on the first of each month. \$25 will be assessed for NSF (non-sufficient funds) on ACH.
4. Regular progress meetings ensure success. The most expedient way to schedule an appt is by email: [sherrill@academicinstitute.com](mailto:sherrill@academicinstitute.com).
5. Tuition is calculated annually and divided into equal monthly payments regardless of the number of school days per month.
6. **A one-month written notice prior to the end of a student's semester term is required for a parent to withdraw a student from class.**

**THE ACADEMIC INSTUTITE, INC.**  
[sherrill@academicinstitute.com](mailto:sherrill@academicinstitute.com)

**PARENT / GUARDIAN**

Date

Date

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