

January 10, 2011

Dear CF Academy Family:

Let me start by saying, “glory to God” for all the blessings He has given us as a school body over the past two years. It has been amazing to see how He has grown our school family, and continues to stretch us in unimaginable ways! Even in the midst of the economic uncertainty that has impacted our nation, Christ Fellowship Academy has made the necessary adjustments needed to continue to provide our students with high quality education and a solid Christian foundation. Our goal will always be to continue to give our students the opportunity for academic and spiritual growth and success in a creative learning environment, guiding them to become “learners today, leaders tomorrow.” We are grateful for the commitment and support of our CFA families, and are confident that, with God’s help, we will continue down this path towards increasing excellence.

Just as we did last year, our finance department and I have carefully evaluated our financial decisions, as to tuition and fees, working together to address the difficult challenge of continuing to provide a quality program for our students, while prayerfully considering the impact of a cost increase on our families. Last year, faculty wages were cut and all expenses carefully evaluated, so that we could continue to open our doors. For the upcoming school year, we will be implementing a tuition increase which reflects only the minimal requirement for anticipated expenses and provision for our faculty and staff. We know that many of our families sacrifice in order to give their child(ren) a Christian education, which is why we pledge to continue to be good stewards of all that God has given us and to use every dollar towards providing the academic and spiritual excellence, that you have come to expect and depend upon.

It has been amazing to see God’s faithful hand at work, and we are striving harder than ever to continue the mission that He started here at CF Academy 38 years ago. Due to the amount of excitement and praise by our “old” and new families, we have received at least double the amount of interest from the community as we did during this same time last year. Because of the great feedback and continual growth, it is pertinent that during our two week “Friends and Family” Registration period, you re-register and reserve a seat for your child for the upcoming 2011-2012 school year. During this time, anyone your family personally brings in to register will also be given the same advantage, before we open up registration to the community on January 25, 2011 at our ‘One Sweet’ Open House & Fine Arts Night. We have many new and exciting opportunities planned for our students for the upcoming school year, such as the implementation of a new and more advanced curriculum for our upper elementary grades. I believe strongly in God’s promises and the commitment of our faculty and staff, and I hope that, as you prayerfully enroll or re-enroll your child(ren), we will work together to continue the vital role that Christian education plays during these significant times.

Love in Christ,

Christina Blanco
CF Academy Director

STATEMENT OF COOPERATION

1. I PLEDGE MY COOPERATION AND SUPPORT TO THE TEACHERS AND ADMINISTRATORS OF CHRIST FELLOWSHIP ACADEMY IN THE TRAINING AND DISCIPLINE OF MY CHILD. I UNDERSTAND THAT PAYING THE TUITION AND NECESSARY FEES ARE NOT THE ONLY PARENTAL RESPONSIBILITIES I HAVE IN EDUCATING MY CHILD. I RECOGNIZE MY NEED TO CONTRIBUTE IN SERVICE AND PRAYER TO PROPERLY SHARE IN THE SUPPORT OF THE CHRIST FELLOWSHIP ACADEMY MINISTRY.
2. I WILL ATTEND, TO THE BEST OF MY ABILITY, THE PARENT/TEACHER MEETINGS AND SCHOOL ACTIVITIES AS A DEMONSTRATION OF MY COOPERATION AND SUPPORT FOR THE CHRIST FELLOWSHIP ACADEMY MINISTRY IN THEIR EFFORT TO EDUCATE MY CHILD. I PLEDGE MY LOYALTY TO THE CHRIST FELLOWSHIP ACADEMY MINISTRY. TO ENSURE THAT I DO NOT DIMINISH THIS MINISTRY'S EFFECTIVENESS OR REPUTATION, I WILL BRING ANY AND ALL QUESTIONS AND CRITICISMS TO THE PROPER SCHOOL AUTHORITY.
3. I UNDERSTAND MY CHILD MAY BE DISMISSED FROM CHRIST FELLOWSHIP ACADEMY AT ANY TIME HE/SHE IS FOUND TO BE OUT OF HARMONY WITH THE RULES AND POLICIES OF THE SCHOOL. FURTHER, WE REALIZE AS PARENTS/GUARDIANS, WE ALSO MUST BE IN HARMONY WITH THE RULES AND POLICIES OF THE SCHOOL, AND IF WE ARE IN DISCORD, OUR CHILDREN WILL BE REMOVED FROM CHRIST FELLOWSHIP ACADEMY.
4. I HAVE READ, COMPLETELY UNDERSTAND AND AGREE TO ABIDE BY THE PARENT-STUDENT HANDBOOK (AS POSTED ON THE SCHOOL'S WEBSITE CFACADEMY.ORG)
5. I UNDERSTAND THAT ALL STUDENTS (K2-6TH GRADE), ARE REQUIRED TO COMPLY WITH CHRIST FELLOWSHIP ACADEMY'S UNIFORM AND DRESS CODE AS STATED IN THE SCHOOL DRESS CODE, AND AGREE TO ASSIST MY CHILD IN COMPLYING WITH THE DRESS CODE REQUIREMENTS. I FURTHER ACKNOWLEDGE THAT FAILURE TO COMPLY WITH THE DRESS CODE WILL RESULT IN DISCIPLINARY ACTION.
6. I GIVE MY CHILD PERMISSION TO TAKE PART IN ALL ACTIVITIES INCLUDING SPORTS AND SCHOOL-SPONSORED TRIPS OFF CAMPUS. (NOTICES AND PERMISSION FORMS WILL BE PROVIDED FOR FIELD TRIPS AND CLASS TRIPS).
7. BEYOND THE REASONABLE CARE I CAN EXPECT FOR MY CHILD AT CHRIST FELLOWSHIP ACADEMY, I WILL NOT HOLD CHRIST FELLOWSHIP ACADEMY OR ITS EMPLOYEES OR CHRIST FELLOWSHIP OR ITS EMPLOYEES, LIABLE IN CASE OF INJURY OR DEATH TO MY CHILD. FURTHERMORE, I GIVE MY CONSENT AND AUTHORIZE THE SCHOOL TO OBTAIN, THROUGH A PHYSICIAN OF ITS CHOICE, SUCH MEDICAL CARE AS IS REASONABLY NECESSARY FOR THE WELFARE OF MY CHILD IF I AM NOT IMMEDIATELY AVAILABLE TO GIVE SUCH CONSENT.
8. I UNDERSTAND THE POLICY OF THE SCHOOL IS TO MAKE NO REFUNDS ON REGISTRATION, SCHOOL IMPROVEMENT FEES OR AFTER-SCHOOL PROGRAM FEES.
9. I UNDERSTAND THAT SHOULD MY ADDRESS, TELEPHONE NUMBER AND OTHER CONTACT INFORMATION, MARITAL STATUS, OR PLACE OF EMPLOYMENT CHANGE, IT IS MY RESPONSIBILITY TO NOTIFY THE SCHOOL OFFICE AND UPDATE MY CHILD(REN)'S FILE(S).
10. I PLEDGE MY COOPERATION IN BRINGING MY CHILD TO SCHOOL ON TIME EACH DAY UNLESS AN EMERGENCY OCCURS PREVENTING ME FROM DOING SO. I UNDERSTAND THAT IT IS MY RESPONSIBILITY TO NOTIFY THE SCHOOL REGARDING ABSENCES OF MY CHILD(REN).
11. I AM AWARE OF THE TUITION ON THE SCHEDULE OF TUITION AND FEES, AND AGREE TO PAY THIS AMOUNT. I UNDERSTAND THAT TUITION IS DUE ON THE 1ST OF EACH MONTH AND THAT IF MY PAYMENT IS NOT RECEIVED IN THE BUSINESS OFFICE BY THE 10TH OF THE MONTH A \$50.00 LATE FEE WILL BE ASSESSED. I AM AWARE THAT REPORT CARDS WILL NOT BE ISSUED TO STUDENTS WHOSE ACCOUNTS ARE 30 DAYS OR MORE PAST DUE. I AM AWARE IF MY ACCOUNT BECOMES 60 DAYS PAST DUE MY STUDENTS WILL BE SUSPENDED FROM CLASS. I ALSO UNDERSTAND THAT A \$50.00 FEE WILL BE CHARGED TO MY ACCOUNT FOR ANY ITEMS RETURNED BY THE BANK.
12. I UNDERSTAND THAT WITHDRAWAL FROM CHRIST FELLOWSHIP ACADEMY WILL REQUIRE A PARENT/LEGAL GUARDIAN SIGNATURE AND A \$50.00 WITHDRAWAL FEE WILL BE ASSESSED, AND THAT FINAL GRADES OR TRANSCRIPTS WILL NOT BE RELEASED UNLESS THE FINANCIAL ACCOUNT IS FULLY PAID.
13. I AM AWARE THAT PHOTOGRAPHS ARE TAKEN ON THE SCHOOL PROPERTY AND AT SCHOOL EVENTS AND AGREE TO RELEASE CHRIST FELLOWSHIP ACADEMY AND CHRIST FELLOWSHIP FROM ANY AND ALL LIABILITIES IN CONNECTION WITH INCLUDING MY STUDENT IN PHOTOGRAPHS USED IN ADVERTISING FOR THE SCHOOL. THE ADVERTISING INCLUDES, BUT IS NOT LIMITED TO, THE SCHOOL WEB SITE, WEB PAGES, SCHOOL BROCHURES, SCHOOL VIDEOS, AND YEARBOOKS.

STUDENT'S NAME (PLEASE PRINT)

DATE

PARENT/ LEGAL GUARDIAN SIGNATURE

ACCEPTABLE USE OF TECHNOLOGY USE OF TECHNOLOGY PLACEMENT AGREEMENT

1. IT IS A PRIVILEGE TO USE THE ELECTRONIC TECHNOLOGY.
2. RESPONSIBLE USERS MAY USE THE TECHNOLOGY TO RESEARCH ASSIGNED CLASSROOM PROJECTS UNDER THE SUPERVISION OF CLASSROOM TEACHERS.
3. RESPONSIBLE USERS MUST USE APPROVED WEB SITES ONLY.
4. RESPONSIBLE USERS MAY NOT:
 - A) USE THE TECHNOLOGY FOR ANY ILLEGAL PURPOSE SUCH AS PLAGIARISM.
 - B) USE IMPOLITE OR ABUSIVE LANGUAGE.
 - C) VIOLATE THE RULES OF COMMON SENSE AND ETIQUETTE.
 - D) CHANGE ANY COMPUTER FILES THAT DO NOT BELONG TO THE USER.
 - E) SEND OR GET COPYRIGHT MATERIALS WITHOUT PERMISSION.

IF THE RULES ABOVE ARE NOT FOLLOWED, STUDENT USE OF TECHNOLOGY WILL BE CANCELLED. IF A STUDENT DAMAGES ANY EQUIPMENT, THE STUDENT AND STUDENT’S FAMILY WILL PAY FOR THE REPAIR OR REPLACEMENT OF THE ITEMS.

I UNDERSTAND THE TECHNOLOGY GUIDELINES AND I WILL FOLLOW THE RULES. IF I DO NOT FOLLOW THE RULES, I UNDERSTAND THAT MY TECHNOLOGY PRIVILEGES WILL BE TAKEN AWAY. IN ADDITION, I WILL FACE DISCIPLINARY CONSEQUENCES.

I HAVE READ THIS ACCEPTABLE USE OF TECHNOLOGY & USE OF TECHNOLOGY AGREEMENT. I GIVE PERMISSION FOR MY CHILD TO USE THE TECHNOLOGY, INCLUDING THE INTERNET. I UNDERSTAND THAT THE INTERNET IS A WORLDWIDE GROUP OF HUNDREDS OF THOUSANDS OF COMPUTER NETWORKS. I DO KNOW THAT CHRIST FELLOWSHIP ACADEMY, AND CHRIST FELLOWSHIP DOES NOT CONTROL THE CONTENT OF THE INTERNET NETWORKS. AT SCHOOL, EACH STUDENT’S ACCESS TO AND USE OF THE NETWORK WILL BE UNDER THE TEACHER’S DISCRETION AND MONITORED AS A REGULAR INSTRUCTIONAL ACTIVITY. CHRIST FELLOWSHIP ACADEMY CANNOT PREVENT THE POSSIBILITY THAT SOME USERS MAY ACCESS MATERIAL THAT IS NOT CONSISTENT WITH THE EDUCATIONAL MISSION, GOALS AND POLICIES OF CF ACADEMY. FURTHER, I UNDERSTAND THAT IF MY CHILD DAMAGES ANY EQUIPMENT, I /WE WILL BE OBLIGATED TO PAY FOR THE REPAIR OR REPLACEMENT OF THE DAMAGED EQUIPMENT. TECHNOLOGY PRIVILEGES WILL BE ASSIGNED UPON RECEIPT OF THIS SIGNED CONSENT AGREEMENT.

STUDENT’S NAME (PLEASE PRINT)

STUDENT’S SIGNATURE

PARENT/ LEGAL GUADIAN SIGNATURE

DATE

PLACEMENT POLICY AGREEMENT

THE PHILOSOPHY

OUR GOAL IS TO PLACE STUDENTS AT THEIR PROPER GRADE LEVEL AND IN THE APPROPRIATE CLASS. WE BELIEVE TEACHERS ARE THE MOST KNOWLEDGEABLE OF THEIR STUDENTS, AND WE DEPEND ON THEIR PROFESSIONAL JUDGMENT FOR RECOMMENDATIONS IN THE FORMATION OF NEW CLASS ROSTERS. WE BELIEVE THIS IS PREFERABLE TO HAVING THE OFFICE STAFF ARBITRARILY FORM A CLASS LIST. RECOGNIZING THAT THESE DECISIONS ARE NOT ALWAYS EASY AND OFTEN DIFFICULT, GUIDELINES ARE USED THAT ATTEMPT TO SATISFY THE NEEDS OF THE MAJORITY WHILE REMAINING SENSITIVE TO THE POSSIBILITY OF SPECIAL CIRCUMSTANCES.

THE PROCESS

IN THE SPRING, THE FACULTY IS ASKED TO SUBMIT A PROPOSED CLASS ROSTER FOR THE UPCOMING YEAR. TEACHERS TEACHING THE SAME GRADE LEVEL CONFER UNTIL A FINAL DECISION IS MADE. THIS LIST IS PRESENTED TO THE DIRECTOR AND THE GRADE LEVEL TEAM LEADERS FOR FINAL APPROVAL. THE LIST OF NEW STUDENTS IS CONSIDERED AND INTEGRATED INTO THE EXISTING LIST BY THE ADMINISTRATION. INFORMATION GATHERED FROM THE NEW STUDENT’S INTERVIEW, TEST RESULTS, AND FORMER RECORDS ARE CONSIDERED. KEEPING A BALANCED MIXTURE OF BOYS AND GIRLS IS CONSIDERED IMPORTANT BUT MAY NOT BE AS SIGNIFICANT AS SOME OTHER FACTORS IN THE PLACEMENT PROCESS. THE LIST IS NOT MADE PUBLIC UNTIL THE LAST POSSIBLE MOMENT IN ORDER FOR CHANGES TO BE MADE IN THE EVENT OF NEW AND SIGNIFICANT FACTORS INFLUENCING PREVIOUS DECISIONS.

THE FOLLOWING WILL ASSIST, BUT NOT BE THE ONLY EVALUATIVE MEASURES, IN DETERMINING FORMATION OF CLASS ROSTERS.

1. ACADEMIC READINESS SHALL BE CONSIDERED SO AS NOT TO IMPEDE PROGRESS OF THE INDIVIDUALS OR GROUP.
2. INTERPERSONAL RELATIONSHIPS SHALL BE WEIGHED TO ENHANCE A CLASSROOM ENVIRONMENT THAT IS EASILY MANAGED.
3. DEVELOPMENTAL CONCERNS SHALL BE EVALUATED TO PROMOTE THE GREATEST POSSIBILITY FOR THE GROUP’S ADVANCEMENT.
4. FACTORS RELATIVE TO REQUIRED TEACHER-PUPIL RATIO, PROPER MIX OF SEXES, AND POTENTIAL TEACHER-PUPIL PERSONALITY CONFLICTS, SHALL BE DEEMED SIGNIFICANT WHEN APPLICABLE.
5. CHILD MUST BE OF AGE TO ENTER RESPECTIVE GRADE LEVEL AS OF SEPTEMBER 1 OF CURRENT SCHOOL YEAR.

I PLEDGE MY COOPERATION AND SUPPORT OF MY CHILD’S PLACEMENT IN THE CLASS DETERMINED TO BE BEST BY CFA. I UNDERSTAND THAT I MUST COMPLETE MY FINANCIAL RESPONSIBILITIES IN ORDER FOR MY CHILD TO BE PLACED IN A CLASS.

STUDENT’S NAME: _____ GRADE: _____

BOTH PARENT’S/GUARDIAN’S SIGNATURE: _____ DATE: _____

BOTH PARENT’S/GUARDIAN’S SIGNATURE: _____ DATE: _____

STUDENT FEES

ALL REGISTRATION FEES ARE DUE UPON REGISTRATION. THE SCHOOL IMPROVEMENT FEE MUST BE PAID IN FULL BY MAY 31ST FOR THE STUDENT’S 2011-2012 SCHOOL YEAR PLACEMENT. PLEASE UNDERSTAND THAT THE REGISTRATION PROCESS IS INCOMPLETE UNTIL ALL FEES HAVE BEEN PAID AND ALL NECESSARY FORMS AND RECORDS HAVE BEEN SUBMITTED TO THE REGISTRAR’S OFFICE. **AS OF JULY 1, 2011, ANY STUDENT WITH INCOMPLETE REGISTRATION FILES WILL BE PLACED IN A CANDIDATE POOL.**

TUITION AND FEE SCHEDULE

REGISTRATION FEE

\$200.00 PER STUDENT WILL BE CHARGED ANNUALLY AND IS PAYABLE AT THE TIME OF REGISTRATION.

SCHOOL IMPROVEMENT FEE

\$200.00-\$500.00 PER FAMILY IS DUE AT THE TIME OF REGISTRATION, OR MAY BE DIVIDED INTO FOUR EQUAL MONTHLY PAYMENTS. WHEN CHOOSING THIS OPTION, THE FIRST OF FOUR PAYMENTS IS DUE UPON REGISTRATION. THE SCHOOL IMPROVEMENT FEE IS DUE IN ITS ENTIRETY ON OR BEFORE MAY 31, 2011.

TESTING FEE

\$75.00 PLACEMENT-TESTING FEE FOR NEW STUDENTS ENTERING K5-6 GRADE.

TUITION FEES

GRADE	ANNUAL TUITION RATE	11 PAYMENTS* JULY 1ST- MAY 1ST
PRE K2 & K3 HALF DAY 3-DAY PROGRAM	\$2,915	\$265.00
PRE K2 & K3 FULL DAY 3-DAY PROGRAM	\$3,795	\$345.00
PRE K2 & K3 HALF DAY	\$4,976	\$452.37
PRE K2 & K3 FULL DAY	\$6,260	\$569.10
VPK+ FULL DAY	**PLEASE SEE ADDITIONAL INFORMATION**	
PRE K4 FULL DAY (NON VPK)	\$7,195	\$654.10
KINDERGARTEN	\$7,295	\$663.19
GRADES 1-5	\$7,780	\$707.29
GRADE 6	\$7,943	\$722.10
6 TH GRADE ACTIVITY FEE	\$ 300	\$ 27.28

*MONTHLY PAYMENT AMOUNT IS BASED ON THE ANNUAL TUITION RATE DIVIDED INTO ELEVEN EQUAL MONTHLY PAYMENTS STARTING IN JULY. A TUITION DIFFERENCE MAY OCCUR FOR STUDENTS WHOSE START DATE IS AFTER THE BEGINNING OF THE 2011-2012 SCHOOL YEAR.

MULTIPLE CHILD DISCOUNT TUITION IS ASSESSED AT THE FULL RATE FOR THE OLDEST STUDENT. A MULTIPLE STUDENT DISCOUNT IS PROVIDED FOR SIBLINGS ONLY. A 10% DISCOUNT IS PROVIDED FOR THE SECOND STUDENT, A 20% DISCOUNT FOR THE THIRD STUDENT, AND 30% DISCOUNT FOR THE FOURTH STUDENT.

TEXTBOOKS AND WORKBOOKS THE COST OF TEXTBOOKS CONSUMED IS INCLUDED IN THE MONTHLY TUITION PAYMENTS.

WITHDRAWALS TO WITHDRAW A STUDENT, PARENT/LEGAL GUARDIAN MUST COMPLETE AN OFFICIAL WITHDRAWAL FORM IN THE ACADEMY OFFICE. THERE IS A \$50 EARLY WITHDRAWAL FEE.

EXTENDED SCHOOL DAY (ESD)

FEES

	HOURLY RATE	ANNUAL RATE	ANNUAL 10 MONTHLY PAYMENTS (BILLED AUGUST-MAY)
K2-K5 FULL DAY STUDENTS	\$3.25	\$2,067	\$206.70
GRADES 1-6	\$3.25	\$1,595	\$159.50

HOURLY RATE

AN HOURLY RATE OF \$3.25 IS AVAILABLE FOR PARENTS WHO DO NOT NEED CONTINUING, REGULAR EXTENDED CARE. THIS RATE WILL APPLY TO BEFORE AND AFTER SCHOOL CARE. IF STUDENTS ARE DROPPED OFF BEFORE 8:00 A.M., OR REMAIN AFTER REGULAR DISMISSAL TIMES, THEY MUST BE CHECKED INTO ESD. AN ESD BILL WILL BE SENT HOME WITH THE STUDENTS ON A MONTHLY BASIS.

A \$20.00 SURCHARGE WILL BE BILLED FOR A CHILD BEING DROPPED OFF BEFORE 7:00 A.M. AND ALL ESD PRIVILEGES WILL BE REVOKED AFTER THE SECOND OFFENSE. A \$1.00 PER MINUTE SURCHARGE IS ADDED FOR ALL STUDENTS PICKED UP AFTER 6:00 P.M.

ANNUAL RATE (10 MONTHLY INSTALLMENTS)

A 10-MONTH INSTALLMENT RATE FOR THOSE PARENTS WHO NEED ESD ON A CONTINUING, REGULAR BASIS WILL BE PAID IN ADVANCE WITH THE MONTHLY TUITION INSTALLMENT. THIS RATE IS CONCURRENT WITH THE 180-DAY ACADEMIC CALENDAR AND IS LOWER THAN THE HOURLY RATE FOR THOSE PARENTS USING THE ESD ON AN AS-NEEDED BASIS.

K2 - 6TH GRADE 10-MONTH INSTALLMENT RATE INCLUDES CARE FROM **7:00 A.M.-8:00 A.M AND FROM DISMISSAL TIME – 6:00 P.M.** ON SCHOOL DAYS.

A \$20.00 SURCHARGE WILL BE BILLED FOR A CHILD BEING DROPPED OFF BEFORE 7:00 A.M. AND ALL ESD PRIVILEGES WILL BE REVOKED AFTER THE SECOND OFFENSE. A \$1.00 PER MINUTE SURCHARGE IS ADDED FOR ALL STUDENTS PICKED UP AFTER 6:00 P.M.

A \$1.00 PER MINUTE SURCHARGE IS ADDED FOR ANY CHILD PICKED UP AFTER 6:00 P.M.

PLEASE NOTE: YOU MAY ONLY ADD/DROP THIS ELECTION ONCE DURING THE SCHOOL YEAR. PRIOR TO THE BEGINNING OF THE MONTH YOU WISH TO ADD/DROP THE CARE, NOTIFICATION MUST BE RECEIVED IN WRITING IN ORDER TO MAKE THIS CHANGE.

I WOULD LIKE TO BE BILLED AT THE 10-MONTH INSTALLMENT RATE FOR ESD.

I WOULD LIKE TO BE BILLED AT THE HOURLY RATE FOR ESD.

STUDENT'S NAME (PLEASE PRINT): _____

PARENT'S SIGNATURE: _____ DATE: _____

NON-SCHOOL DAY RATE

STUDENTS ATTENDING ESD ON HOLIDAYS AND NON-SCHOOL DAYS (CHRISTMAS BREAK, SPRING BREAK, AND OTHER NON-SCHOOL DAYS) WILL BE BILLED **\$25.00** PER DAY OR **\$125.00** WEEKLY-RATE ONLY. NO HOURLY CHARGES ARE AVAILABLE.