

HERITAGE CLASSICAL ACADEMY

Continuous Enrollment Agreement

If accepted, I agree to the terms set forth in the **Continuous Enrollment Agreement as outlined below**. From the time of admission, I understand that my child will be considered enrolled at HCA through their 8th grade graduation unless otherwise notified in writing by a parent or guardian.

Online Information:

It is the family's responsibility to keep their contact information (including address, phone, email, emergency contacts, medical information, etc.) up to date on FACTS. We recommend that families review their information at least yearly. Heritage will provide reminders prompting families to review online information.

Tuition and FACTS Payment Plans:

HCA offers three tuition payment plans:

Payment Plans	Number of Payments	Beginning Month	Available payment Dates
Annual Payment	1	August 2021	5th
			15th
Semi- Annual Plan	2	August 2021	5th
		February 2022	15th
Monthly Payment Plan	9	July 2021	5th
		(ending March 2022)	15th

Please note, your current payment plan will roll over from year to year unless you notify our business office in writing of any changes to your plan by June 1st.

Annual Enrollment Fee:

The EF will be billed each February via FACTS Incidental Billing. The annual EF is non-refundable.

Continuous Enrollment (CE) Contract:

- We hereby opt into *CE*. This means that my Heritage Classical Academy student will attend HCA every year until graduation unless we notify the school otherwise.

- We understand that we have until February 1st every year to notify Heritage Classical Academy's Admissions Office of any changes in our plans of *CE* for our student.
- We agree to keep our student's demographic information updated in Renweb.
- We agree to maintain a current tuition payment plan with terms as specified above.
- If we plan to change our current FACTS Tuition plan, we must do so by June 1st each year by notifying Tiffany Baker @ tiffany.baker@heritageclassicalacademy.org.
- We agree to fulfill all financial obligations promptly.
- We understand that the Annual Enrollment Fee for the following school year will automatically be billed in February each year.
- Families that notify HCA of withdrawal after the February 1st opt-out deadline are subject to [HCA's withdrawal policy](#).
- Each Parent/Legal Guardian has read this agreement carefully and agrees to its terms.