

MRBS Financial Agreement Form

2012-2013

Student Name <i>Please Print</i>	Grade Entering	Daycare <i>Circle All that Apply</i> <i>Item(s) circled will be added to your payment plan</i>			
		Before Care	After Care	Summer	None
		Before Care	After Care	Summer	None
		Before Care	After Care	Summer	None
		Before Care	After Care	Summer	None

Payment Plans

All payments may be made by the year, the semester, or the month.

Please select how you wish to make your payment: *

- | | | |
|--|--|---|
| <input type="radio"/> Year (1 payment)
Due July 1, 2012 | <input type="radio"/> Semester (2 payments)
Due July 1, 2012 & December 1, 2012 | <input type="radio"/> Monthly (May-April - 12 Mos) |
| | | <input type="radio"/> Monthly (June-April - 11 Mos) |
| | | <input type="radio"/> Monthly (July-April - 10 Mos) |

- *Once a payment plan is selected there is a \$25 processing fee to change it.*
- *A \$200 non-standard payment plan fee will be added to any payment plan other than these.*
- *** If your first payment is not received by the first of the month that you selected above, Macon Road Baptist School reserves the right to offer your seat to another family on the waiting list.**

An annual administrative fee of \$150 applies to each family (this is not the same as the registration fee):

- **If you choose to pay in full, and we receive your payment on or before July 1, 2012, you will receive a \$150 discount toward your tuition.**
- If you choose to pay via automatic bank draft for monthly and semester plans, you will receive a \$100 discount toward your tuition. (Conditions and restrictions may apply)

Payment Options

Tuition statements will be sent each month to either your home address or to your InfoDirect message center.

You may make your payment by Check, Cashier's Check, Money Order, VISA, Mastercard, American Express, or Discover. Payment may also be made online at www.maconroadbaptist.org, made in the office, or sent via US Mail, or made via Automatic Bank Draft.

The school is not responsible for cash payments dropped in the black box or otherwise left without obtaining a receipt. Additionally we cannot be responsible for payments sent via U.S. Mail, FedEx or other delivery service.

I intend to make my payments: (Select One)

- | | |
|---|---|
| <input type="radio"/> Online, Mail, or at the school office | <input type="radio"/> Automatic Bank Draft (\$100 discount) |
|---|---|

Please request an **Authorization Agreement for Bank Draft Payments** from the school office if you wish to use this option. Bank drafts occur on or after the 5th of the month or the next business day following the 5th.

Payment Due Dates

- All monthly tuition payments are **due on the first** of each month.
- There is a 10 day grace period before your account is charged a late fee.
- Payments received after the 10th will be charged a **\$40 late fee**.

Tuition Worksheet

Total Tuition, Books, and Fees for all Students (from price list)	\$ _____
Daycare	\$ _____
SUBTOTAL	\$ _____
Administrative Fee	\$ 150.00
Graduation Fee (\$75 for Kindergarten, \$675 trip fee for High School Senior, \$0 for all others)	\$ _____
TOTAL	\$ _____
Divide total by number of payments you intend to make. This will be your estimated monthly payment.	\$ _____

This worksheet is for your reference only. Your actual charges will be determined by the Macon Road Baptist School Financial Office.

Parent Agreement

- Once I submit the Student Registration Form(s), the Financial Agreement Form, and the Registration Fee, it is understood that my student(s) is/are considered enrolled and Macon Road Baptist School will hold a seat and order instructional materials for my child.
- **The registration and testing fees are non-refundable.**
- **If, after I enroll, I must withdraw my student(s), I will notify the school office, in writing, by June 1, 2012, in order to avoid any additional fees. If I do not officially withdraw my student(s) by June 1, 2012, I agree to pay a \$550 withdrawal fee, per student.**
- If I withdraw my student(s) after the school year starts, all pro-rated tuition and all fees must be paid before academic records will be released. **Failure to pay any balance remaining within 30 days of withdrawal will result in a service fee of 1-1/2% per month or the maximum interest rate allowed under Tennessee law, whichever is less, charged against the balance due each month until the account is paid in full.**
- I agree to pay the amount established by Macon Road Baptist School for the student(s) listed and realize that if I fail to make payments by the specified due dates, a \$40 late fee will be incurred.
- Checks and bank draft requests returned for any reason, including insufficient funds, will result in a **\$20 returned check fee.**

In signing this agreement, I understand that any and all costs incurred in collecting tuition and fees, including collection agency fees and reasonable attorney’s fees, will be my responsibility. Further, I understand that if my account requires collection I will forfeit any and all discounts offered by Macon Road Baptist School. If I take legal action towards Macon Road Baptist School, I agree to hold such action in the courts of Shelby County, Tennessee, USA.

I, the undersigned, individually and on behalf of my child (“student”), acknowledge that the student will be attending the school and using the facilities of the school at his/her own risk. I, on my own behalf, hereby release, discharge and agree to indemnify Macon Road Baptist Church, Macon Road Baptist School, and their directors, officers, employees, and volunteer personnel from all liabilities for damage or injury to or illness of the student or his/her property during his/her attendance at or travel to or from the school as a student, excepting only such liabilities resulting from or arising out of willful actions or gross negligence as determined by a court of competent jurisdiction.

If at any time I should default my account, I understand and give my permission for Macon Road Baptist School to hold my records and seize any money I may have prepaid to the school including, but not limited to, my child’s voucher fund. I agree that it is my responsibility to contact Macon Road Baptist School to discuss my account should I be unable to make my regularly scheduled payments. The school’s failure to contact me, perceived or actual, does not diminish my liability to Macon Road Baptist School.

Financially Responsible Parties

Signature _____ SSN _____ Date _____

Printed Name _____ Email Address _____

Signature _____ SSN _____ Date _____

Printed Name _____ Email Address _____

This document must be signed by at least one parent or legal guardian in order for your student to be considered registered.