

Student/Parent Requirements for Enrolment

1. Students applying to Central Baptist Academy will be admitted on the condition that they are capable of maintaining the spiritual and academic standards of their programme. The school will seek to address minimal educational challenges but is not able to deal with special education at either extreme of ability. Parents may request that their child be considered for some extra help by talking to the child's classroom teacher.
2. Students must have a reputation for being of good character, having appropriate attitudes, and capable of relating with others. Gross misbehaviour or continual misconduct is unacceptable. It is expected that the parents will wholly support the school on these issues.
3. Because Central Baptist Academy is a private school, both students and parents must understand that it is a privilege for the student to attend, not a right.
4. Parents are to be in agreement with the educational purposes and students must comply with all practices and procedures adopted by the school, as delineated in the Central Baptist Academy Parent/Student Handbook. Parents and students who fail to operate according to this agreement may be asked to withdraw from CBA.
5. Junior Kindergarten: Age: A student must be four years of age on or before December 31 of the school year in which the child will be enrolled. Programme Options: Five mornings or five full days
6. Kindergarten: Age: A student must be five years of age on or before December 31 of the school year in which the child will be enrolled. Programme: All day, every day.

Application Procedure

1. Complete an Application Form in its entirety and submit it, with the non-refundable Application Fee, to Central Baptist Academy's office. If you attend a church on a regular basis, we ask that you have your pastor complete and mail the Pastor's Family Reference Form directly to the school.
2. After an interview with the principal and receipt of all information requested, you will be contacted about acceptance or the need for an appointment with an Interview Committee. Interviews are meant to assist both parents and school in discerning whether CBA would be the best situation for their child in all domains of their life.
3. When meeting with the principal, various aspects of the Academy's history, philosophy, organization, and practices will be discussed. As well, parents and potential students will be free to ask questions that will determine the suitability of the school to work with the family and students. Because of the increasing social dynamic of peer pressure at the Grade 7 & 8 levels, students being considered for these grades must want to attend (or at least be willing to comply with their parents' wishes) CBA in order to be admitted.
4. An acceptance of an application to a particular grade is always conditional upon Central Baptist Academy's testing. New students in Grades 1-8 may be tested to confirm grade placement, subject to the discretion of the principal. This testing will be done by a designated teacher. You will be notified concerning the precise date and time. The child may

be placed in a grade higher or lower than that which was initially applied for depending on the results of this testing.

5. Parents must then decide whether or not to accept the invitation and register their child at Central Baptist Academy. If the invitation is accepted, the parents will follow the official Registration procedure. This will involve sending in the various items requested, including, but not necessarily limited to, a copy of the child's birth certificate, the registration card, the non-refundable registration fee*, and ten or twelve post-dated, monthly tuition cheques (the first one beginning August 1), made out to CBA in the appropriate amount. Payments may also be made by direct withdrawal. Official enrolment of the child is not complete until all of the requested items have been received/fulfilled.

*Should your acceptance to CBA be conditional upon a placement opening up in a particular grade, the registration fee will only be refunded if a placement does not become available.

Fee Schedule for the 2018-2019 School Year

Note: Regular class field trip transportation and entrance fees (not including end-of-year or extra-curricular trips) are included in the tuition fees for all grades.

1. NEW APPLICATION: (if new to CBA): one-time (not annual), non-refundable \$100 fee per student or per family registering at the same time, payable upon acceptance by CBA.

2. REGISTRATION/RE-REGISTRATION FEE:

Ontario permanent residents: \$150.00 per year per student for all students (to hold a space for your child for September and purchase needed books and other supplies).

International students: \$1000 for first child + \$150 per additional child in each family.

3. TUITION: JUNIOR KINDERGARTEN (for full time or part time): per child costs:

\$346.00 per month for 12 months, payments beginning July 01

4. TUITION: KINDERGARTEN to GRADE 8: per family costs:

1 child \$521.00 per month for 12 months, payments beginning July 01

2 children \$730.00 per month for 12 months, payments beginning July 01

3+ children \$860.00 per month for 12 months, payments beginning July 01

5. ADDITIONAL COSTS: Uniform, transportation to and from school, end-of-year trip.

6. OPTIONAL COSTS: ESL classes, Before and After School Club (BASC), extra-curricular competitions, private music lessons, etc.

Payments and Charges

a. Tuition Fees are due before or on the first day of each month.

- b. Payment may be made by pre-authorized payment or post-dated cheques.
- c. Advance payment may be made for any period up to one school year.
- d. If any tuition or fee is overdue, interest will be charged on that account at the rate of 1% per month on the outstanding balance, for the additional bookkeeping.
- e. If a cheque is returned N.S.F., a bookkeeping fee of \$30.00 will be added to the account.
- f. If a child is removed from CBA by the parent/guardian during the school year, his/her tuition for that month and for one additional month are due and payable.

QUESTIONS may be directed to the CBA Principal, Secretary or Treasurer via the CBA office.

Tuition Assistance Programme

A limited amount of money is available for a student assistance programme for parents who may require some financial assistance. If you are interested in applying, please contact the CBA office and you will be sent the application forms. Contributions to this fund are always appreciated and very helpful in making possible Christian Education for some parents who would otherwise find it too costly.