



Heritage Academy

12215 Walnut Point West ♦ Hagerstown, MD 21740
(301) 582-2600 www.heritage-academy.net

FINANCIAL OBLIGATION

In keeping with the standard of God's Word which commands that we "be not slothful in business" and do all things "decently and in order", we desire to meet our obligation to you as parents in being properly prepared to provide excellence for your children, and also to responsibly meet the commitments we must assume to personnel and suppliers in accordance with enrollment.

Therefore, the following minimal financial obligation and refund policy must be in effect.

- Administrative acceptance of the student into Heritage Academy and the parent's signature on this form constitute enrollment.
- All financial accounts (tuition, lunch, and Incidentals) not kept current will result in a student being unable to attend school with academic penalties until the account is brought up to date. All accounts must be signed up with FACTS Tuition Management. A \$30 returned check fee will apply.
- If your child/children withdraw from school after enrolling, except in the case of the family moving from the area, you will be obligated for a \$350 withdrawal fee. If you have paid in advance, you will receive a refund of your payments, less \$350 of the school year's bill. If a child attends for any part of the month, tuition applies. Application and registration fees are nonrefundable.
- If your child attends school for any part of a month, you are obligated for the entire month, and any previous month in which payment is still due. The month's obligation will be 1/9 of the school year's bill.
- Assessments will be made to cover damage to school property, including textbooks, property, etc.
- Records will not be released until all monies and/or material owed to the school and/or to any of its related organizations (e.g., tuition, lunch, Incidentals) are received and the check has cleared the school's bank.

"Knowledge Forged in Faith"