

# Freedom Home Academy Campus Registration Form

Academic Innovation, Raised Strong



## Registration Checklist:

Complete/sign forms within the registration packet

- Registration/Application Form
- Tuition Agreement
- Immunization Exemption Form
- Enrollment Engagement Form
- Corrective Action/Discipline Form
- Medical Form (Physical)
- Eye Exam
- Dental Exam

Registration Fee for enrollment \$100.00 (non-refundable)

First month's tuition

## What to bring on your child's first day:

- ✓ Book Bag
- ✓ School supplies (see next page)
- ✓ Community supplies (see next page)
- ✓ A **Vegan** lunch
- ✓ Uniform (black FHA polo, khaki bottoms, shoes of choice)

## What to expect:

- Children will learn about themselves.
- Children will receive an assessment in mathematics, reading/vocabulary, and science.
- Children will receive a syllabus for every class along with a schedule of classes.
- Children will eat healthy and learn the importance of a vegan diet.

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## School Supply List:

- **Mali Group (1<sup>st</sup> & 2<sup>nd</sup>)**
  - ✓ (8) plastic folders w/ 3 clasps on the inside
  - ✓ (1) ream of loose leaf primary writing paper
  - ✓ (1) box of pencils, NO mechanical pencils
  
- **Panther Group (3<sup>rd</sup> & 4<sup>th</sup>) & Akan Group (5<sup>th</sup> & 6<sup>th</sup>)**
  - ✓ (3) 1 Subject spiral notebooks
  - ✓ (8) plastic folders w/ 3 clasps on the inside
  - ✓ (1) ream of loose leaf, 8 1/2 x 11, notebook paper
  - ✓ (1) box of pencils
  - ✓ (1) highlighter
  - ✓ (1) pocket dictionary
  
- **Community Supplies**
  - ✓ Tissue/Kleenex
  - ✓ Hand sanitizer
  - ✓ Disinfectant spray

\*Note: Community supplies need to be given to the Admin in the school office.

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## Child Information

**Return this completed application and non-refundable \$100.00 application fee for enrollment.**

Applicant's Full Name: \_\_\_\_\_

Parent's Full Name: \_\_\_\_\_ Relationship \_\_\_\_\_

Parent's Full Name: \_\_\_\_\_ Relationship \_\_\_\_\_

Home Address: \_\_\_\_\_

Gender: \_\_\_ M \_\_\_ F

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Languages Spoken at home: \_\_\_\_\_

Present Age: \_\_\_\_\_ DOB: \_\_\_\_\_

Are there any nicknames you would prefer we not use with your child?

\_\_\_\_\_

Does your child have any health problems or allergies?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Has your child been immunized? If so, please attach most recent immunization forms or letter requesting waive.

\_\_\_\_\_

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## Parent Information

1. First Parent's Name: \_\_\_\_\_

What does your child call this parent?

\_\_\_\_\_

Home Address (if different): \_\_\_\_\_

\_\_\_\_\_

Gender: \_\_\_ M \_\_\_ F

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Name & Address of Employer:

\_\_\_\_\_

Occupation/Position: \_\_\_\_\_

Business Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

2. Second Parent's Name: \_\_\_\_\_

What does your child call this parent?

\_\_\_\_\_

Home Address (if different): \_\_\_\_\_

\_\_\_\_\_ Gender: \_\_\_ M \_\_\_ F

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Name & Address of Employer:

\_\_\_\_\_

Occupation/Position: \_\_\_\_\_

Business Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

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## Health Insurance Information:

Is your child under any medical insurance plan? \_\_\_\_\_

What is the medical carrier name? \_\_\_\_\_

Type of Plan \_\_\_ PPO \_\_\_ HMO \_\_\_ POS \_\_\_ Other

Who is the primary subscriber (Name) of the plan? \_\_\_\_\_

In the event of a medical emergency, I give Freedom Home Academy and the agents that represent the institution the right to take my child to the nearest hospital or urgent care facility to service medical issues that are deemed urgent.

I authorize Freedom Home Academy and agents of to administer medication to my child/children under the following instructions.

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Parent Print Name: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

Parent Print Name: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

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## Emergency Contact Information:

In the event of an emergency, I authorize the following adults to be contacted if I can't be reached.

Full Name: \_\_\_\_\_ Contact #: \_\_\_\_\_

Full Name: \_\_\_\_\_ Contact #: \_\_\_\_\_

Full Name: \_\_\_\_\_ Contact #: \_\_\_\_\_

## Authorized Pick Up/Drop Off:

The following adults are authorized to pick or drop off my child at the Academy.

Full Name: \_\_\_\_\_ Contact #: \_\_\_\_\_

Full Name: \_\_\_\_\_ Contact #: \_\_\_\_\_

Full Name: \_\_\_\_\_ Contact #: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please list all schools/day care situations prior to this application.

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What is the reason for switching schools? Please attach other sheets if necessary.

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## Tuition Agreement

I, (name of parents) \_\_\_\_\_, parents of

(name of child/children) \_\_\_\_\_, agree to pay FREEDOM HOME ACADEMY, LLC the following annual fees for the school year beginning September 8<sup>th</sup>, 2020 through August 17<sup>th</sup>, 2021. This contract is for 1 full year after signing. If your child, due to an emergency, does not continue at Freedom Home Academy, LLC, we require a 1-month notice. Without this notice, the 3-month tuition is due. There are no refunds.

- \_\_\_\_\_ Tuition - \$7,200 per student
- \_\_\_\_\_ Registration Fee - \$100 per family
- \_\_\_\_\_ Fundraising Obligation - \$150 per family (Due in April 30<sup>th</sup>, 2021)
- \_\_\_\_\_ \$40 quarterly lab fee per student

**Tuition Payment Schedule:** I elect the following TUITION payment schedule (please check one).

1. \_\_\_\_\_ Annually \$7200 due: Sep 1<sup>th</sup>, 2020
2. \_\_\_\_\_ Semi Annually \$3,600 due: Sep 1<sup>th</sup>, 2020 & February 1<sup>st</sup>, 2020
3. \_\_\_\_\_ Quarterly \$1,800 due: Sep 1<sup>th</sup>, 2020; December 1<sup>st</sup>, 2020; March 1<sup>st</sup>, 2021; June 1<sup>st</sup>, 2021
4. \_\_\_\_\_ Monthly \$600 due 1st of each month

**Pro-rated Information:** Fees for start dates after September 4<sup>th</sup>, 2018 are pro-rated on a monthly basis.

Based on the start date (list date \_\_\_\_\_), I am responsible for the following prorated fees.

- \_\_\_\_\_ Your pro-rated tuition fee due for the 2020/2021 school year is: \_\_\_\_\_
- \_\_\_\_\_ Your pro-rated registration fee due for the 2020/2021 school year is: \_\_\_\_\_

**Registration Fee:** I elect the following REGISTRATION FEE payment schedule (please check one).

- \_\_\_\_\_ \$100 to be paid at time of registration

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**Fundraising Fee:** I elect the following FUNDRAISING payment schedule. Must be paid in full no later than April 30<sup>th</sup>, 2020 (please check one).

- \_\_\_ \$150 payment at time of registration
- \_\_\_ \$150 payment

I have been advised and agree to the following (please initial):

\_\_\_ If I elect for my child not to attend school for any reason during the contractual agreement, I am responsible for payment on the regularly scheduled date.

\_\_\_ Tuition is expected to be paid in full on the first day of the agreed month. If the first day is a Saturday or Sunday, tuition is due the first Monday.

\_\_\_ A \$10 per day late fee will be assessed to my account if tuition payment is made after the 5th day of the month. Daily charges will be assessed until full payment is received. If my tuition balance (including any late fees) is not paid in full by August 15<sup>th</sup>, 2019, my child is not eligible to re-enroll/register for the 2019/2020 school year.

\_\_\_ The annual fundraising obligation is \$150 per family. Each family will receive five tickets for entry to Freedom Home Academy, LLC Annual Student Academic Expo.

Freedom Home Academy Staff: \_\_\_\_\_

Parent Printed Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Printed Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

All terms are binding unless otherwise expressed and agreed to in writing.



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## Corrective Action/Discipline Form

I agree and understand that if my child, \_\_\_\_\_ has been deemed disruptive or violating Freedom Home Academy's code of conduct, the institution has the right to enforce any of the below corrective action(s), in addition to the notification of the parent(s) of the incident with enforced corrective action. I also understand that if I waive to any of the below discipline tactics, I must document in writing a waiver, return the waiver to Freedom Home Academy's administration and assume responsibility of removing my child from the premises immediately in the time of incident. This document is honored for the legal custodial parent/guardian. I understand that Freedom Home Academy uses discretion and sound judgement and within reason before administering any of the below discipline tactics. None of the below discipline measures are enforced in excess. Freedom Home Academy, as a private institution, reserves the right to terminate enrollment at any point as documented in the Code of Conduct.

### **Corrective Action:**

Push-ups (no longer than 5 minutes)

Push-up stance (no longer than 5 minutes)

Wall squats

Jumping jacks

Sit ups

Isolated corner

Scolding

Ruler tap on the hand

Student Name: \_\_\_\_\_

Parent Printed Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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## Engagement Enrollment Agreement

Parent (Client) Name(s): \_\_\_\_\_

Student Name: \_\_\_\_\_

Address: \_\_\_\_\_

### ENGAGEMENT AGREEMENT

#### **Exhibit A:**

As promised, we have set out below a description of the services that Freedom Home Academy, LLC will provide to you along with a fee assessment with the terms and conditions of this agreement. Freedom Home Academy, LLC will provide the following services: Freedom Home Academy, LLC is a learning institution in which cultivates and adheres to the mental development and stimuli of children. By understanding through research there is direct need for the mental, emotional, and social development of children in relation to their prospective age, pace, and learning style. We believe educational development is not simply limited to the learning institution, but in direct correlation, the child's home/parent(s) and or guardian(s), which encompassing the principle that learning is a lifelong process by which Freedom Home Academy, LLC provides the essential tools which parents translate, to their desired outcome through individual learning and conditioning techniques. Freedom Home Academy, LLC, a limited liability corporation, agrees to provide: 1) educational consultation and 2) educational services prescribed as: reading & comprehension, advanced mathematics, vocabulary lessons, French, anatomy, social science, history, culture & class, geography, astronomy, yoga & meditation (additional fee), chess club (additional fee), Jujitsu (additional fee), dance class (additional fee), and vegan meal plan (additional fee).

**Term:** This Agreement shall become effective when consideration & acceptance is approved by signature of both \_\_\_\_\_ and Freedom Home Academy, LLC, and shall continue in full force and effect until performance and payment shall be completed by a minimum of six months to both the Client and provider, respectively, or until either party terminates this Agreement in accordance with the provisions set forth below.

\_\_\_\_\_ Initials

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**Enrollment Agreement:** This is a contract between the Parent(s) and our institution, Freedom Home Academy, LLC, requires that parents enroll children for at least six consecutive calendar months at our institution without gaps in the timeline specified, which includes but not limited to, full tuition, one hundred days of student attendance, parent participation in a minimum of three parent/teacher student progress conferences, parent participation in a minimum of three school activities, and adherence to all Code of Conduct and School guidelines as referenced in the enrollment packet. Since Freedom Home Academy's, academic school year consists of fifty-two weeks, any termination of enrollment after the initial six months by parent must be conducted by notifying Freedom Home Academy, LLC 60 days in advance with the appropriate documentation, being proof of the given event. If termination occurs prior to six months, The Freedom Home Academy, LLC holds the right to seek full reimbursement of all tuition fees and penalties.

**Postponement/Termination:** The purveyor may suspend and or terminate this agreement at any time that they, Freedom Home Academy, LLC, and or its representatives so deem fit. In contrast the client may only postpone said agreement if the child falls ill and or relocation occurs. In such an event proof, must be provided within a reasonable amount of time to the purveyor. By which the client is still responsible for any balance and all equitable fees.

**Termination for Cause:** Will only be considered after the initial six-month commitment is fulfilled and with 60 days prior written notice. All arguable documentation is required to either be hand delivered to the managing director or by certified mail to the facilities address. All clients then reserve the right there after to dissolve the contract only after the notice is given & consideration is accepted by the purveyor. All past and present payments must be received and paid for in full. If reasonable discretion is not provided as described and the client so chooses to terminate the mutual agreement all monetary liability then transfers to the parent and or guardians such as: all indemnities arising from and against all liabilities, losses, costs, damages (including consequential damages), fines, suits, administrative proceedings, judgments, and expenses (including attorneys' and consultants' fees) (collectively referred to as "costs") which may be asserted, claimed or recovered against or imposed upon any collection site legal fees incurred during the recovery efforts. The late fee(s) on past due balances will continue to incur until balance is paid in full or settled at a rate of five percent weekly.

**Termination Without Cause:** Neither party may terminate this Agreement without legal or stated just cause noted within this contract.

\_\_\_\_\_ Initials

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**Liability:** Freedom Home Academy, LLC is not responsible for the acts of any subcontracted third party entities, adjuncts, or staffs' neglect and or action(s) that may arise during the life of this contract and considered as a direct liability to the institution. Or any acts that may either portray the institution and all its members in an ill manner. A gag order is automatically agreed to by the client in such a case until said time of resolution through this, agreed upon, pre-approved arbitration or thereafter, legal judgment. Any and all defamation conducted by the client pertaining to the learning institution and or its members including students either written or express verbally by the client after the acceptance of this contract is agreed to otherwise be an infraction of this contract and shall be a direct violation to which holds any and all parties involved to monetary recovery through legal action from the purveyor, specifically, Freedom Home Academy, LLC. Freedom Home Academy, LLC is not responsible for any personal loss of items due to negligence of the client(s), though a minor, guardian(s) have provisional legal rights to the contents within the personal possessions of the individual child and should be aware of all physical contents within the student possession, and any and all loss is subsequently the sole responsibility of the parent and or the guardian.

**Compensation:** Freedom Home Academy, LLC is expected to be paid in full at the first Monday of every month unless agreed to in writing, otherwise at a rate of \$600, five hundred dollars and zero cents is due upon completion of monthly services. This does not include any services that require additional fees. Late fees will be enforced after 6:30 p.m. If your child is picked up after 6:30 p.m., a \$10 late fee will be charged and \$1.00 for every minute after 6:35. The fee is due at the time of pick up, all terms are binding unless otherwise expressed and agreed to in writing.

**Payment:** Invoices may be issued after the actual performance of Services and are payable one (1) day after receipt, payments are always considered late if not paid on by the first Monday of every month. All outstanding balances remaining unpaid thirty (30) days after the due date shall be subject to interest at the rate of five percent (5%) per week starting from the due date and continuing until it is paid in full.

**Acceptance:** All parties involved are agreeing to enter this contract and are of both sound body and mind & comprehend to the best of their knowledge all the terms and conditions thereby expressed in this agreement.

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_