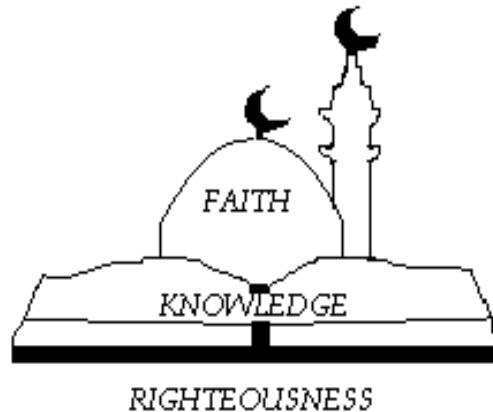


AUSTIN PEACE ACADEMY



REGISTRATION PACKET

Returning Students Grades Pre-K – 8TH Grade
2008 – 2009

Phone: (512) 926-1737

Fax: (512) 926-9688

The mission of Austin Peace Academy is to prepare our students for success in this life and the Hereafter by providing them with exemplary education based on Islamic morals, values and the highest academic standards.

**5110 Manor Road
Austin, Texas 78723**

www.apacademy.org

Austin Peace Academy

STUDENT RECORDS
2008 – 2009

Student's Name: _____ Grade: _____

The following information is needed at the time of registration:

- ____ Enrollment Information Form
- ____ Health Requirements Form
- ____ Updated Immunization Record
- ____ Parent's Acceptance of Handbook Form
- ____ Tuition Payment Plan Contract
- ____ Re-Admittance Information Form
- ____ Registration Fee

Office Use Only:

Verified by: _____

AUSTIN PEACE ACADEMY
2008-2009 SCHOOL YEAR
Re-Admittance Information Form

Student's Name: _____

Grade Entering: _____ Birthdate: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Home Telephone: () _____

Father/Guardian's Name: _____

Occupation: _____

Employer: _____

Business phone: () _____ Cell phone: () _____

Email Address: _____

Mother/Guardian's Name: _____

Occupation: _____

Employer: _____

Business phone: () _____ Cell phone: () _____

Email Address: _____

Austin Peace Academy
Parent Acceptance of Handbook and School Rules

We have read the APA Parent/Student Handbook and reviewed the school rules with our child. We will abide by the provisions of the Parent Handbook and the School Rules stated below and impress upon our child the necessity of following the rules.

- APA does not have liability insurance
- Entrance and Enrollment Requirements
- Pre-Registration and Registration Process
- Tuition Fees/Registration Fee/Book Fee/Activity Fee
- Late Fee Policy
- Returned Check Fee Policy
- Full monthly tuition is due regardless of number of days attended
- Immunizations Required
- Attendance Policies
- School Hours
- Sign-in and Sign-out procedures for Pre-K and Kindergarten students
- Late Pick Up Policy and Fees
- Tardy Policy
- Inclement Weather Days
- Policies concerning children with illnesses or contagious conditions
- Medicine Policy
- Discipline and Student Behavior Policies
- Parent Responsibilities
- Lunch/Snack/Food Policies
- School Uniforms
- Picture Policy
- Visitor Policy

Name of Student (Please Print) _____

Mother's Signature

Date

Father's Signature

Date

AUSTIN PEACE ACADEMY

TUITION PAYMENT PLAN CONTRACT

The monthly tuition payment is due on specified dates (see last page in packet). The tuition is due on the specified dates even though no separate bill will be sent each month. The payment becomes delinquent on the fifth of the month if not yet paid. Payment may be made by mail or in person.

This is a contract between Mr. / Mrs. _____
(Name)

and Austin Peace Academy for their child/ren: _____
(child's name)

(child's name)

(child's name)

I understand the amount of tuition for my child/children and that I will not be receiving a monthly bill. I further understand that payment will become delinquent on the fifth day of any month for which I have not yet made a tuition payment.

I understand that a late charge of \$25.00 will be assessed if payment is not received by the fifth day of the month.

I understand that if the school office has not received payment after 30 days of delinquency that my child/ren will be excluded from school and cannot attend classes until payment has been received. Dismissal will result if payment is not received after thirty-five days of delinquency.

I agree to abide by all policies and procedures of Austin Peace Academy as outlined in this contract and the Parents Handbook.

I have read and understand the above statements.

Signed _____ Date _____
(Parent or Guardian)

Signed _____ Date _____
(Director /Principal)

Tuition and Fees

There is a non-refundable registration fee of \$160 if registered by May 31st, 2008. This fee is due upon submission of the application; no application will be accepted and/or processed without this fee. Registration fee for any students registering after May 31st, 2008 is \$200.00.

There are two tuition payment options: annually or monthly. The appropriate payments are listed for each option and for each child enrolled. Note there is a family discount applied for multiple children enrolled.

Grade	Child	Annually	Monthly
Pre-K1 & Pre-K2		\$4,500.00	\$450.00
K through 8 th	1 st	\$3,750.00	\$375.00
K through 8 th	2 nd	\$2,500.00	\$250.00
K through 8 th	3 rd	\$2,000.00	\$200.00
K through 8 th	All additional	\$1,550.00	\$155.00

- ❖ There is a one-time, mandatory **Activity Fee of \$160.**
- ❖ There is a one-time, mandatory **Physical Education Fee of \$160.**
- ❖ There is a one-time, mandatory **TAKS & IOWA testing Fee of \$40.**

Monthly tuition payments are due in advance on the first of each month for a period of 10 months. A \$25.00 late fee will be assessed if payment is not received by the 5th of each month. Parents will be charged a \$25 fee for any returned check. A child will be dismissed from the school if tuition is not received after 35 days of delinquency

Parents are responsible for paying a book fee for the use of textbooks and workbooks. The book fees for the 2008 –2009 academic year are \$75 for Pre-Kindergarten, \$100 for Kindergarten, \$175 for 1st – 5th Grade, and \$225 for 6th grade and up. Students are required to take care of the books and return them at the end of the year. Parents will be assessed additional fees if the books are not returned or if they are returned in poor condition.

Parents are required to sign a contract that gives specific information on payment arrangements. Tuition is due in full for each month regardless of the number of days your child attends school. If your child is sick and does not attend, the payment will not be reduced and no compensation will be made for hours or days missed. The tuition will remain the same for months in which there are long holidays. APA reserves the right to alter the calendar or school times at any time throughout the year. Such alterations do not change the parental requirement to pay full tuition.

Austin Peace Academy
Student/Parent Phone Directory

Parent Acceptance to Have Information Listed in the Directory

(OPTIONAL)

A 2008-2009 phone directory will be made for APA students who voluntarily submit information to the directory. We will not include the information of any student whose parents do not fill out this form. Parents have the option to fill out this form, partially fill out this form, or decline to fill out this form. Any information put on this form constitutes an agreement by the parent to include that information in the directory.

Name of Student (Please Print): _____

Student's 2008-2009 Grade Level: _____

Father's Name: _____

Mother's Name: _____

Home Phone Number: _____

Father's Work Number: _____

Mother's Work Number: _____

Cell Phone Number(s): _____

Address: _____

Email Address(es): _____

Parent's Signature

Date

Following Are Due Dates For Monthly Tuition Payments

August 14, 2008	January 1, 2009
September 1, 2008	February 1, 2009
October 1, 2008	March 1, 2009
November 1, 2008	April 1, 2009
December 1, 2008	May 1, 2009