



HERITAGE

ACADEMY

FINANCIAL OBLIGATION AND REFUND POLICY – INTERNATIONAL STUDENTS

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”, it is our 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 obligations we must assume to personnel and suppliers in accordance with enrollment.

Therefore, it is of necessity that the following minimal financial obligation and refund policy be in effect.

- Administrative acceptance of the student into Heritage Academy and parent signature on this form constitute enrollment.
- Tuition and Home Stay fees are to be paid in full upon acceptance to Heritage Academy and prior to the issuance of the I-20. Parents are responsible for any wire transfer and/or miscellaneous banking fees associated with the transfer of monies due.
- If your child/children withdraw from school after enrolling, you will be obligated to pay a \$200 withdrawal fee. If you have paid in advance, you will receive a refund of your payment less \$200 of the balance of the school year’s bill. Application and registration fees are nonrefundable.
- If your child attends school for any part of a month, even one day, you are obligated for the entire month. The month’s obligation will be based on 1/9th of the school year’s bill.
- Assessments may be charged 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. fundraisers, class dues, etc.) are received and the check has cleared the school’s bank.

I have read the above and understand the obligations contained therein.

Name of Student

Grade

Signature of person obligated for tuition and other costs: _____

Print Name: _____

Date: _____