



The Brook Hill School

Christ-Centered. College Prep.

CONTINUOUS ENROLLMENT CONTRACT (one per student)

By signing this Continuous Enrollment (CE) Contract, as Parent(s)/Legal Guardian(s) I/we agree to the following:

- A. I hereby opt into Continuous Enrollment ("CE"). I agree to the CE Policies and that my Brook Hill student will remain enrolled at THE BROOK HILL SCHOOL through high school graduation, unless and until I notify the school of withdrawal and complete the withdrawal process.
- B. I understand that the terms and conditions included in the Contract of Enrollment, which is signed for the upcoming school year, also apply to each year moving forward for all day students.
- C. I understand by opting into CE, I agree to pay the annual tuition rate and CE fee for all upcoming school years until graduation or withdrawal of my student. I understand that tuition increases may occur annually and that THE BROOK HILL SCHOOL anticipates that by January 20 of each year, it will notify families of annual tuition and fees for the following school year.
- D. I understand that I have until March 1st every year to notify THE BROOK HILL SCHOOL of any changes in my plans of CE for my student without penalty.
- E. I understand that school records will not be released for any student with an outstanding balance. This includes any school related fees for the current or upcoming school year.
- F. I understand if there is an outstanding balance after May 25 my student may not have a space reserved for the upcoming school year.
- G. I understand if my enrolled student withdraws from CE for the next school year after March 1st of the current school year, I will be contractually and immediately obligated to pay the following fees depending upon the date THE BROOK HILL SCHOOL is notified of the student's withdrawal:
 - March 2 - March 31: \$1200 per child
 - April 1 - April 30: \$2400 per child
 - May 1: Full Tuition for the following school year

Unique Circumstances:

THE BROOK HILL SCHOOL recognizes that family needs sometimes change and evolve, either over time or unexpectedly. Under the following circumstances, families withdrawing after March 1st will be exempt from financial penalties:

- The educational needs for the student that can no longer be met at THE BROOK HILL SCHOOL for the following school year as determined by THE BROOK HILL SCHOOL Administration.
 - Withdrawal at the request of THE BROOK HILL SCHOOL for the upcoming school year. If you are asked to part from THE BROOK HILL SCHOOL during an existing school year, you are still financially obligated to your financial contract for the current school year.
 - Proof of relocation of 50 miles or more from THE BROOK HILL SCHOOL.
 - The family has completed the application through FACTS Financial Aid by the deadline and has determined that the award is not sufficient.
- H. I understand and agree that THE BROOK HILL SCHOOL may modify this Contract at any time. In such cases, when THE BROOK HILL SCHOOL has made a modification, THE BROOK HILL SCHOOL will notify the parent by placing the updated version of the CE Contract with the effective date of the modification on THE BROOK HILL SCHOOL's website.
 - I. I have carefully examined, understand, and accept the Christian purpose and philosophy of education of THE BROOK HILL SCHOOL and desire that THE BROOK HILL SCHOOL, in cooperation with me, seek to provide my STUDENT with an education founded on Biblical principles.
 - J. I have carefully researched THE BROOK HILL SCHOOL's academic curriculum and understand its college preparatory purpose. By signing this Contract, I agree to support THE BROOK HILL SCHOOL in encouraging my student to rise to his/her potential and to be successful in the college preparatory academic environment.
 - K. THE BROOK HILL SCHOOL believes that a positive and constructive working relationship between THE BROOK HILL SCHOOL and a STUDENT'S PARENT(S)/GUARDIAN(S) is/are essential to accomplish THE BROOK HILL SCHOOL'S educational mission. THE BROOK HILL SCHOOL reserves the right to suspend, dismiss, and/or expel a student at any time if, at the sole discretion of the Head of School, that student's industry, progress, conduct, behavior, and/or influence on or off campus is/are not satisfactory or in keeping with THE BROOK HILL SCHOOL'S standards, policies, rules, or procedures. THE BROOK HILL SCHOOL accordingly reserves the right to terminate this CE Contract at any time if, at the sole discretion of the Head of School, the actions of a PARENT OR GUARDIAN make such a positive and constructive relationship impossible or otherwise seriously interferes with THE BROOK HILL SCHOOL'S ability to accomplish its educational purposes. **There is no refund of paid tuition fees where such suspension, expulsion, termination, or voluntary or school-initiated withdrawal occurs; any unpaid balance is payable and due in full.**
 - L. The administrators of THE BROOK HILL SCHOOL and the teachers serving under them shall have full discretion in the administration of appropriate discipline for the STUDENT. THE BROOK HILL SCHOOL reserves the right to adopt rules and regulations, from time to time, and all students enrolled shall comply fully with the rules and regulations then in force as stated or amended. All parents and students are required to comply with all of the applicable handbooks and/or guides of THE BROOK HILL SCHOOL.
 - M. I agree to cooperate with the administration of THE BROOK HILL SCHOOL in seeing that my STUDENT attends classes regularly, is on THE BROOK HILL SCHOOL premises at the beginning of the school day, has transportation from THE BROOK HILL SCHOOL premises at the close of the school day, and in assisting the STUDENT to learn and advance in the educational process.
 - N. I/we hereby fully release The Brook Hill School, its employees, trustees, agents, and/or volunteers, and hold it harmless on behalf of myself; my spouse, if any; and my/our child(ren) waive any and all claim(s) for loss, damage (economic or otherwise), injury (both physical and emotional), illness, health care provider or emergency transportation expense, or other costs and expenses of any kind whatsoever. I/ we hereby agree to indemnify The Brook Hill School, its employees, trustees, agents, and/or volunteers against any and all such claims for losses or damages of any kind whatsoever arising out of or in any way related to any event, activity, and/or experience sponsored by or organized through the School, including but not limited to the School's reasonable attorney's fees in answering and/or defending such matters.
 - O. By my signature below and as a condition of enrollment and/or continued enrollment, I acknowledge that I have reviewed, understand, accept, and will abide by the policies, rules, and procedures outlined in the applicable handbooks and/or guides of THE BROOK HILL SCHOOL including, but not limited to, the policies on searches of school and student property and student drug testing, as amended from time to time and posted on THE BROOK HILL



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SCHOOL website. As a condition of enrollment and/or continued enrollment, I consent to drug testing of my student by THE BROOK HILL SCHOOL through its chosen lab or partner.