

Summit Baptist Christian Academy Enrollment Agreement

I acknowledge that I have been informed that this program is not a licensed childcare facility. I also understand this program is not required to be licensed by the Georgia Department of Early Care and Learning and is exempt from state licensure requirements.

Summit Baptist Christian Academy generally follows the Cobb County calendar and weather schedule throughout the school year. The first day of school is August 11, 2025, and the last is May 8, 2026.

School hours are from 9 am to 12 pm for our Wee Ones and Toddlers. Our 2's, 3's, Pre-K 4's and Kindergarten are 9am to 1pm.

Students (2's and above) must bring lunch daily and will eat lunch as part of their day. *We will **not** have lunch the first week of school, the week before Christmas break, or the last week. Early release is 11:45 – noon for all classes.

REGISTRATION REQUIREMENTS:

1. Application/Re-Enrollment Form
2. Enrollment Agreement
3. Registration Fee: **Non-Refundable** (must be paid to secure enrollment using BRIGHTWHEEL online payment system, check or cash). Enrollment is not complete until payment is received.
4. Current Immunization Form GA 3231 (New students only)
5. Birth Certificate/Passport. (New students only)

*Kindergarten must also submit an Eye/Vision/Hearing screening.

Please Note:

*Children must be the age of the class registered for ON or BEFORE September 1st.

*Children enrolled in 3 & 4 year old classes must be completely potty trained.

*Each new student will be admitted on a probationary basis for 30 days. SBCA reserves the right to unenroll students should we not be the best fit for the child.

*Kindergarten students may be asked to complete an assessment for placement purposes.

I agree to the following terms: In the event of a medical emergency involving my child, I understand that SBCA will make every effort to contact me. If the school is unable to reach me, I give my permission for them to seek medical attention for my child. I acknowledge that any medical fees incurred will be my responsibility. Additionally, I agree to hold SBCA harmless for any actions taken on my behalf.

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POLICIES for 2025-2026 Academic Year

- **Registration fee** is paid annually and is non-refundable. SBCA will **not** accept registration for the following year from students who are behind in their tuition payments or have unpaid charges.
- **Documentation, including the child's birth certificate or passport and current Georgia 3231 Immunization record**, must be provided for enrollment of new students.
- **Tuition** is at an annual rate. For your convenience, you may pay over nine consecutive installments beginning August 1st. All tuition must be paid in full by April 10th. There is a separate, non-refundable registration fee that must be paid to secure your child's spot at SBCA.
- **Withdrawal:** any student needing to withdraw must provide a 30-day paid, written notice to the Director and clear the account. The next payment will be expected if a 30-day notice is not provided. Any pre-paid tuition will be refunded within 60 days. Withdrawing after January 1st will require the remainder of the year to be paid in full.
- **Special Needs:** SBCA makes every effort to serve all children, however, we may lack the necessary resources to accommodate all special needs children.

Your child's application for admission is **NOT** complete until SBCA has received registration payment.

By electronically signing my first and last name, I understand and agree to the above detailed 2025/2026 Policies, Registration Requirements, & Tuition/Fees.