

JEWISH DAY SCHOOL

A COMMUNITY SCHOOL OF THE LEHIGH VALLEY

2313 PENNSYLVANIA ST. ALLENTOWN, PA 18104 | 610-437-0721 | WWW.JDSL.V.ORG

2017-2018 ACADEMIC SCHOOL YEAR

Welcome to the Jewish Day School of the Lehigh Valley, a community school, where learning is a journey embarked upon in partnership with family, school, and community. We are dedicated to developing a lifelong love of learning and an appreciation of Jewish values in our children. Thank you for selecting the Jewish Day School of the Lehigh Valley as your child's educational institution.



The Jewish Day School of the Lehigh Valley is deeply committed to providing an outstanding private secular and Jewish education for all of our families, at tuition rates far lower than at comparable schools. Our Flexible Tuition Program allows us to offer a sliding scale for tuition based on each family's unique financial situation. This program reflects who we are – a community school, supported by our community, the Jewish Federation of the Lehigh Valley, and by our generous donors. More information about the Flexible Tuition Program and how to participate is included in this packet.

This booklet is the Enrollment Agreement and Tuition Contract for the coming school year. Please read it carefully.

BE SURE TO SIGN OR INITIAL AS NEEDED IN ALL PLACES INDICATED THROUGHOUT THIS AGREEMENT AND CONTRACT.

If you have any questions, please contact Sara Schonbach, Director of Admissions, for further assistance at sschonbach@jdslv.org or call the school office at 610-437-0721.

ADMISSIONS DECISIONS ARE MADE WITHOUT REGARD TO RACE, COLOR, SEX OR NATIONAL ORIGIN.

ENROLLMENT AGREEMENT AND TUITION CONTRACT

NAME OF STUDENT _____

BIRTH DATE _____ **ENTERING GRADE** _____

I/We, the parent(s) or legal guardian(s) of the above named student, by signing this Enrollment Agreement and Tuition Contract, request that the Jewish Day School of the Lehigh Valley accept the student for enrollment for the 2017-2018 academic school year. In reserving a place for the student in the school and admitting the student to the school, I/we agree to the terms and conditions of this Enrollment Agreement and Tuition Contract.

PARENT(S) OR GUARDIAN(S) RESPONSIBLE FOR ENROLLMENT COMMITMENT:

Name of Mother/Guardian

Name of Father/Guardian

Address

Address (if different than other parent/guardian)

City

City

State Zip

State Zip

Telephone

Telephone

E-mail

E-mail

Parent/Guardian Signature (required)

Date

MONTH/YEAR

ENTERING GRADE

NAME OF STUDENT

FOR OFFICE USE ONLY

I/We understand and agree to the following:

**2017-2018
TUITION SCHEDULE**

1. ADMISSION:

The school retains the right, in its sole discretion, to determine whether or not to select a student for admission, to re-enroll a student, or to require a student to withdraw from the school during the academic year. Upon acceptance, a student may be involuntarily withdrawn from the school due to violation of the school's regulations, violation of the law, personal maladjustment, prolonged academic deficiency, lack of parental cooperation or non-payment of any amount due to the school, or at the sole discretion of the school. Admission for returning students for the new school year is also dependent on the tuition balance being current. Any re-enrollment deposit paid prior to receipt of payment of an overdue account will be applied to the delinquent account. If, following the Pre-K assessment, the school decides not to admit a student, the school will refund any and all deposits.

2. REGULATIONS:

Upon acceptance of the student to the school, I/we and the student will be bound by all policies, rules, and regulations as may be published and amended by the school from time to time and to the terms of this enrollment agreement.

3. CONTRACT DEFAULT:

Upon any breach of our obligations under this Enrollment Agreement, I/we agree that the school may accelerate the balance due under the terms of this Enrollment Agreement, enforce its rights, suspend the student's enrollment, and withhold transcripts and/or grade reports from the student, from me/us or any other third party.

**4. TUITION DEPOSIT;
APPLICATION FEE:**

I/We will pay a **\$500.00 non-refundable deposit per student (capped at \$1,000 per family)**, due upon submission of this enrollment agreement, but payable over three months. If the student has not previously attended the school, we will also pay a **\$250.00 non-refundable application fee**. The deposit will be credited against the annual tuition, if the student is admitted and enrolled. The application fee, however, is not credited against the annual tuition.

 **ACTION REQUIRED**

Please initial here to indicate that you accept/understand the deposit and application policy:

_____ PARENT/GUARDIAN
_____ PARENT/GUARDIAN

Grade in 2017-2018	Early Bird Tuition Enrolled by 3/31/17	TUITION from 4/1/17
Pre-K	\$9,800.00	\$10,350.00
Kindergarten	\$11,450.00	\$12,100.00
1st GR	\$12,500.00	\$13,200.00
2nd - 4th GR	\$13,600.00	\$14,400.00
5th - 8th GR	\$13,700.00	\$14,500.00

SECURITY FEE

All students will also be charged an **annual \$250.00 School Security Fee.**

* The cost of a kosher lunch is included in the tuition.

5. FLEXIBLE TUITION PROGRAM:

All families are expected to contribute to the cost of their child's JDS education through tuition and fees, but we recognize that educational expenses cannot simply be one-size fits all. The Jewish Day School invites all families to participate in its Flexible Tuition Program. If we choose to participate in this program, eligibility and appropriate tuition rates will be determined by an outside agency on the basis of financial information received on behalf of the student. This determination and additional financial documents will be reviewed by a small subcommittee of volunteers, none of whom is currently a parent at the school. The entire process is highly confidential. If we choose to participate in the program, we are to receive additional information about how to apply.

If we prefer not to participate in this program, we will be required to pay tuition based on the rates indicated above according to our selected "Payment Plan Option" on the last page of this agreement.

 **ACTION REQUIRED**

Please initial here to indicate your intentions regarding participation in the flexible tuition program:

- _____ I/We would like to participate in the Flexible Tuition Program and agree to provide all required documentation.
- _____ I/We will NOT participate in the Flexible Tuition Program.

6. TUITION:

Based on the tuition plans outlined above, I/we will pay the school either the amount of tuition determined through the Flexible Tuition Program, or the amount indicated for the student's grade in the upcoming academic year. In both cases, maximum tuition rates will be determined in accordance with the date by which a) a complete and properly executed enrollment agreement and b) the tuition deposit (and application fee for students new to the JDS) are received by the School.

7. FINANCIAL OBLIGATION:

I/We agree that I/we must notify the school in writing if, at any time, I/we decide not to enroll the student or desire to withdraw the student from the school. If, at any time after the date of this Enrollment Agreement, for any reason, I/we decide not to enroll the student, the student's enrollment is terminated, or the student is either voluntarily or involuntarily withdrawn from the school, I/we agree to the following:

- A.** I/We will not be entitled to a refund of the tuition deposit or the application fee (if applicable) in accordance with #4, except if, after submitting this application, the student is not enrolled due to financial needs that cannot be met through the school's Flexible Tuition Program AND the school is informed of this decision within 10 days of receipt of tuition information, the enrollment deposit will be returned.
- B.** If I/we provide written notice to the school stating intention to withdraw student(s) and it is received by June 15th, I/we will not be obligated to pay tuition.
- C.** If I/we provide written notice to the school stating intention to withdraw student(s) and it is received after June 15th, I/we will be obligated to pay the entire tuition commitment as determined by the Jewish Day School of the Lehigh Valley.

I/We understand that after June 15th, my/our obligation to pay all tuition and fees for the full academic year is unconditional and that no portion of such tuition and fees so paid or outstanding will be refunded or cancelled.

I/We shall pay all tuition and fees when due, in accordance with the provisions of this Enrollment Agreement and will continue to be bound by the terms of this Enrollment Agreement until all such amounts have been received by the school.

 **ACTION REQUIRED**

Please initial here to indicate that you accept/understand the tuition, default and refund policy:

_____ PARENT/GUARDIAN

_____ PARENT/GUARDIAN

8. DEFAULT FEES:

In the event we are late or default in our payment obligations, I/we agree to pay the school the following fees:

A. A Late Payment Fee of \$25.00 if I/we fail to make any payment under the terms of this Enrollment Agreement on or before the day the money is due;

B. A Return Fee of \$25.00 if any check or other payment method is dishonored or returned to the school for insufficient funds or any other reason; and

C. All costs and fees incurred by the school as a result of my/our failure to pay any amount due under the terms of this Enrollment Agreement when due, including, but not limited to, collection costs, attorneys' fees, and court costs.

9. DISMISSAL:

I/We recognize that the school reserves the right to dismiss or suspend the student at any time if, in the sole judgment of the Head of School, such action is in the best interests of the school. Moreover, such action will not release any party from the financial obligations of this contract.

If more than one parent or legal guardian signs this Enrollment Agreement, each is jointly and severally obligated to pay the full amount owed and to fulfill all obligations herein. The school may enforce its rights under this Enrollment Agreement against each of individually or jointly, which means that each may be required to pay all of such amounts owed. The school may release or waive enforcement of this Enrollment Agreement against one of us and such a waiver or release will not extend or extinguish the liability of the other person signing below.

10. RULES AND REGULATIONS:

I/We agree that the student's enrollment is subject to such rules and regulations of the Jewish Day School of the Lehigh Valley as are in effect from time to time. Field trips and access to the internet in classes are integral parts of the curriculum of the school. I/We understand that, by signing this, we grant permission for our child to participate in all activities that are a part of the curriculum.

11. AUTHORITY:

I/We recognize that this Enrollment Agreement, any amendment, waiver or modification hereto, or any policy exception must be executed by both the President **and** the Treasurer of the school in order to be enforceable against the school. The Head of School, office staff and/or educational staff **are not authorized** to accept or admit a student on behalf of the school or to execute this Enrollment Agreement or any amendment, waiver or modification hereto or to approve any policy exception on behalf of the school.

12. ASSIGNABILITY:

I/We may not assign my/our obligation(s) under the terms of this Enrollment Agreement to any other party without the written consent of the school. Any such assignment without consent shall be null and void. The school may assign its right to collect payments or enforce its other obligations to any third party without our consent.

13. LIABILITY:

If more than one parent or legal guardian signs this Enrollment Agreement, each is jointly and severally obligated to pay the full amount owed and to fulfill all obligations herein. The school may enforce its rights under this Enrollment Agreement against each of us individually or jointly, which means that each may be required to pay all of such amounts owed.

14. RELEASE:

To the fullest extent permitted by law, I/we, on behalf of myself/ourselves and on behalf of the student, hereby release and hold the school, its agents and employees, harmless from all claims, damages or other liabilities for injuries to the student, his/her parents, or legal guardians, which are not the result of gross negligence, willful or wanton misconduct or intentional act by the school, its agents or employees. The student, his/her parent(s), or legal guardian also hereby agree to indemnify the school from, and hold the school harmless from and against, any damages incurred by the school or any third party as a result of actions of the student or his/her parents or legal guardian.

15. ENTIRE AGREEMENT:

This Enrollment agreement contains the entire agreement between the applicant and the school with respect to the subject matter and supersedes any prior discussions, understandings or agreements. This contract may not be modified or amended except by subsequent agreement in writing.

16. APPLICABLE LAW:

This Enrollment Agreement and Tuition Contract has been entered into in the Commonwealth of Pennsylvania and is to be governed by Pennsylvania substantive law.

 **ACTION REQUIRED**

Please initial here to indicate that you have read the entire agreement and accept/understand all of the items herein.

_____ PARENT/GUARDIAN

_____ PARENT/GUARDIAN

PLEASE BE SURE THAT YOU HAVE READ THIS AGREEMENT CAREFULLY AND INITIAL OR CHECKED OFF ALL ACTION ITEMS AS INDICATED.

TURN TO PAGE 4 TO COMPLETE THE ENROLLMENT AGREEMENT AND TUITION CONTRACT.

2017-2018 ACADEMIC SCHOOL YEAR

PAYMENT METHODS/FACTS:

In order to assure convenience and efficiency for our parents as well as the school, the JDS has retained FACTS Management Company to manage all tuition payment plans and collections for the academic school year. All tuition payments will be made to FACTS either by Automated Bank Draft or Credit Card. Please note, if you choose to make payments through a credit card, there is a 2.85% processing charge.

Returning families will automatically be re-enrolled on February 1, 2017 in FACTS using current year information. Once re-enrolled, you will receive a Preference Notice form. To make any changes, please complete the form and return it to the JDS Office by May 1, 2017.

New families will be required to set up a username and password with FACTS (beginning March 1, 2017) to choose your tuition payment plan.

All families must enroll online with FACTS and select the tuition payment plan that best suits their financial needs. If you have any questions about FACTS or about online enrollment, please visit the FACTS website at factsmgt.com, contact a FACTS Customer Care Representative at 1-866-315-9262 or contact the JDS at 610-437-0721



ACTION REQUIRED

PAYMENT PLAN OPTIONS

I/We agree to pay the amount specified on Tuition Schedule (page 2) or determined by the Flexible Tuition Program in accordance with one of the following three payment plans. Please check one of the three options.

OPTION 1: Single-Payment Plan

Payment in full by July 15th to the Jewish Day School of the Lehigh Valley.

OPTION 2: Two-Payment Plan

Payment in two (2) equal installments on or before July 15th and December 15th. All payments will be made through FACTS Tuition

OPTION 3: Installment Plan

Payment in ten (10) consecutive monthly installments with first payment due on July 1st or 15th. All payments will be made through FACTS Tuition Management.

OPTION 1:

Enrollment Agreements, tuition deposits, application fees (if applicable) must be submitted to:

Jewish Day School of the Lehigh Valley
2313 W. Pennsylvania St.
Allentown, PA 18104

OPTIONS 2 AND 3:

Regular tuition payments must be made through a bank transfer/credit card to:

FACTS Tuition Management
<https://factsmgt.com/>



ACTION REQUIRED

I/We have signed the Enrollment Agreement accepting responsibility for it, including all terms, intending to be legally bound by it. It is the policy of the Jewish Day School of the Lehigh Valley that each potentially responsible parent or guardian must sign the contract.

Signature of Applicant

Date

Signature of Applicant

Date

School Board President

Date

School Board Treasurer

Date



FOR OFFICE USE ONLY

_____ \$250.00 application fee received on _____

_____ Properly completed Enrollment Agreement received on _____

_____ \$500.00 tuition deposit received on _____

_____ Documents for Flexible Tuition Program consideration received on _____