



Dear Prospective Key Point Christian Academy Family,

We are pleased that you are considering Key Point Christian Academy as a partner in your child's educational process.

Key Point Christian Academy offers a contemporary academic program built on high standards with an inviting and supportive environment where children develop critical thinking skills, creative problem-solving skills, and are motivated to succeed. Our mission is to cultivate an atmosphere that challenges and empowers children to achieve academic and personal goals while building self-confidence in a safe and positive Christian environment.

Key Point Christian Academy's vision is to guide each student's unique talents and abilities down a strong academic path. We facilitate a teaching environment that offers an innovative and interactive approach to Christian-based character development and cognitive growth. Key Point Christian Academy strives to build leadership skills in every child, and prepare our students to be constructive members in our society.

To ease the admissions process, below is a list of all the forms and steps that need to be completed:

### **Visit Our School**

- School tours are available with an appointment. Call (786)-546-1078 or email us [admissions@keypointschools.com](mailto:admissions@keypointschools.com)

### **Preschool Admissions Process | Pre K2 to Kindergarten**

- Preschool-Kinder Teacher recommendation letters from the student's current school
- Register for an Observation (observations are required for all incoming students Pre K3 to Pre K4)

### **Academy Admissions Process | 1st to 8th Grade**

- Official transcripts (minimum two previous academic years)
- A copy of the most recent report card
- Recommendation letters from the student's current school (principal/counselor, math and language art teacher)
- Register for admissions test and interview (academic test is required for all incoming students)

### **Online Registration Forms**

- Fees and Tuition Agreement
- Tuition and Food Refund Plan
- Application Form
- Emergency Form
- Pick-Up Authorization Form
- Photography and Video Permission Form
- Payment Authorization Form (Credit Card or ACH Debit)
- Registration Acknowledgment Form

### **Other Requirements (Please send all additional documents to [admissions@keypointschools.com](mailto:admissions@keypointschools.com))**

- Copy of the Birth Certificate
- Florida's Certification Immunization and Physical Records (Form 680 and 3040)
- Copy of both parent/guardian identification (picture ID or passport)

We look forward to staying in touch with you and if we can be of further assistance regarding the admissions process, please do not hesitate to contact us.

Admission Department  
Key Point Christian Academy  
609 Brickell Ave.  
Miami, FL 33131

Admissions: (786) 546-1078 | E: [admissions@keypointschools.com](mailto:admissions@keypointschools.com) | W: [www.keypointschools.com](http://www.keypointschools.com)  
School's phone number: (305) 755-9258



# PRESCHOOL - KINDERGARTEN

## FEES AND TUITION AGREEMENT

|   | Registration Fee | Plan A (x1) | Plan B (x2)               | Plan C (x11)              |
|---|------------------|-------------|---------------------------|---------------------------|
| <b>PRESCHOOL Full-Time Pre-K2 to Pre-K4</b> |                  |             |                           |                           |
| 8:45 a.m. - 3:30 p.m.                       | \$1,250.00       | \$13,919.00 | \$14,692.00<br>\$7,346.00 | \$15,465.00<br>\$1,406.00 |
| <b>ELEMENTARY - Kindergarten</b>            | \$1,485.00       | \$17,238.00 | \$18,195.00<br>\$9,098.00 | \$19,153.00<br>\$1,741.00 |
| 8:45 a.m. - 3:30 p.m.                       |                  | \$2,035.00  | \$1,018.00                | \$185.00                  |
| <b>ORGANIC FOOD PLAN (Mandatory)</b>        |                  |             |                           |                           |

- **10% SIBLING DISCOUNT ON THE SECOND AND THIRD CHILD**

### PAYMENT PLANS DUE DATES

Plan A (1 full payment due upon registration)

Plan B (2 semester payments due 07/01/21 and 01/01/22)

Plan C (11 payments due 07/01/21 through 05/01/22)

- In consideration of the acceptance of this contract/agreement and the enrollment of a student by Key Point Christian Academy for the entire 2021-2022 school year. I understand and agree that once this agreement has been signed and registration has been processed and paid, I am liable for the entire school year's tuition payments and fees if the Tuition and Food Refund Plan has been declined.
- Fees and Tuition payment plan cannot be changed or modified after registration forms has been received and/or processed.
- The current contract/agreement begins on July 1, 2021, through May 1, 2022. Late enrollment the contract/agreement will end on 06/01/22.

### LATE FEES AND PAYMENT NOTES

- Unpaid balances after the 5th of each month: \$50.00 late fee. Additional \$100.00 late fee after the 15th of each month.
- Returned checks penalty: \$50.00. After two returned checks during the school year, payments shall be made with a certified check, money order or credit card.
- Collection fees will be added to your account if sent to collections.

### PRESCHOOL ADDITIONAL FEES (All additional fees including registration fee are non-refundable and due upon registration)

|                    |   |
|--------------------|---|
| Preschool Supplies | \$575.00 (Due upon registration)            |
| Year Memories      | \$85.00 (Due upon registration - per child) |

### KINDERGARTEN ADDITIONAL FEES (All additional fees including registration fee are non-refundable and due upon registration)

|                    |   |
|--------------------|---|
| Academic Materials | \$480.00 (Due upon registration)            |
| Technology Fee     | \$520.00 (Due upon registration)            |
| Year Memories      | \$85.00 (Due upon registration - per child) |

### STUDENT SUPPORT PROGRAMS (Kindergarten - 8th Grade)

|                                    |   |
|------------------------------------|---|
| ESL (English as a Second Language) | \$550.00 (Monthly payments as needed from September to May) |
| Excelling Program (Language Arts)  | \$450.00 (Monthly payments as needed from September to May) |
| Excelling Program (Math)           | \$450.00 (Monthly payments as needed from September to May) |

### MONTHLY EARLY & AFTER CARE

|   |
|---|
| \$220.00 - 5 Days Early Care from 8:00 a.m.- 8:45 a.m. (10 monthly payments from August to May) |
| \$295.00 - 5 Days After Care from 3:45 p.m.- 6:00 p.m. (10 monthly payments from August to May) |

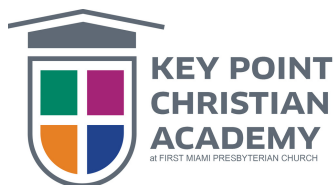
- Late pick-up fee after 1:00 p.m., 3:45 p.m. and 6:01 p.m. is \$35.00 then \$1.00 per minute.

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# ELEMENTARY - MIDDLE SCHOOL

## FEES AND TUITION AGREEMENT

|   | Registration Fee | Plan A (x1) | Plan B (x2)               | Plan C (x11)              |
|---|------------------|-------------|---------------------------|---------------------------|
| <b>ELEMENTARY 1ST - 5TH GRADE</b><br>8:15 a.m. - 3:45 p.m.    | \$1,485.00       | \$17,238.00 | \$18,195.00<br>\$9,098.00 | \$19,153.00<br>\$1,741.00 |
| <b>MIDDLE SCHOOL 6TH - 8TH GRADE</b><br>8:15 a.m. - 3:45 p.m. | \$1,500.00       | \$17,506.00 | \$18,479.00<br>\$9,239.00 | \$19,451.00<br>\$1,768.00 |
| <b>ORGANIC FOOD PLAN (Mandatory)</b>                          |                  | \$2,035.00  | \$1,018.00                | \$185.00                  |

- **10% SIBLING DISCOUNT**

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- Fees and Tuition payment plan cannot be changed or modified after registration forms has been received and/or processed.
- The current contract/agreement begins on July 1, 2021, through May 1, 2022. Late enrollment the contract/agreement will end on 06/01/22.

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### ELEMENTARY - MIDDLE SCHOOL (All additional fees including registration fee are non-refundable and due upon registration)

|                    |   |
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# TUITION AND FOOD REFUND PLAN

The Tuition and Food Refund Plan is a unique form of coverage that provides families with the opportunity to protect their tuition investment in Key Point Christian Academy. The Undersigned understands and agrees that the Student is enrolled for the entire school year and the Undersigned becomes liable for the entire year's tuition upon the signing of this agreement. Refunds are only available if the Undersigned has elected to use our Tuition and Food Refund Plan.

## PLAN COVERS

- The right of coverage becomes immediately effective for families who enroll at the time of registration in the voluntary Tuition and Food Refund Plan and pay the annual fee.
- Selecting not to take the Tuition and Food Refund Plan waives any refund for any reason and the Undersigned becomes liable for the entire year's tuition and food fees upon the signing of the Fees and Tuition Contract/Agreement.

## CONDITIONS

- Key Point Christian Academy will refund paid Tuition and Food fees for Plan A and Plan B payment plan contracts/agreements.
- Registration, preschool supplies, academic materials, technology, and year memories fees are non-refundable.
- Any student that withdraws from the program prior to the first day of the contract/agreement or during the current academic year will incur a penalty of one month's tuition (Plan C tuition prices), applicable to all payment plans.
- The current contract/agreement begins on July 1, 2021, through May 31, 2022.
- Failure to notify the Admission Department within 30 days in advance in writing will result in a penalty equivalent to one month's tuition (Plan C tuition prices). The written notice must detail the reason for the student's withdrawal along with proper documentation.
- Tuition and Food Refund Plan cannot be applied toward any other fees.
- Tuition and Food Refund Plan is not-transferable between students or families.
- Tuition and Food Refund Plan is optional.
- Tuition and Food Refund Plan is required to be purchased during the registration process, it cannot be purchased after submitting the registration packet.
- Any discount given at the time of registration, are voided and are due during the withdrawal process if contract is broken (not limited to, the registration fee, Plan A and Plan B, siblings and any financial aid).
- In the event that Key Point Christian Academy must be closed for any circumstances, the Administration will attempt to accommodate the needs of the children's education, until the end of the current school year's contract/agreement.
- In the event that the school must have its campus closed for more than two weeks, our educational program will continue with distance learning until campus classes resume.
- The undersigned will be responsible for full tuition payments as scheduled until the end of the contract/agreement.

## PERIOD OF COVERAGE

The policy is effective at the moment of purchase and expires on the last day of the current contract/agreement.

## EXCLUSIONS (not covered under the plan)

The student is absent or expelled, Key Point Christian Academy will not refund any amounts paid and the Undersigned remains responsible for the entire school year's tuition and food fees.

## CLAIMS

Key Point Christian Academy will issue a reimbursement check following the written notice to school officials. The reimbursement check will be ready in 30 days after (even if the Undersigned selected credit card or ACH as a form of payment) the written withdrawal request was sent to the admission officials.

## COST

| Payment Plans | Tuition and Food Refund Plan     |
|---------------|----------------------------------|
| Plan A        | \$700.00 (Due upon registration) |
| Plan B        | \$550.00 (Due upon registration) |
| Plan C        | \$400.00 (Due upon registration) |

## DEFINITIONS

Undersigned is the person responsible for paying for the school, who has paid all tuition, food plan, and all additional fees.

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