Creekside Christian Academy
2025 – 2026 – Financial Policy & Contract Agreement

Creekside Christian Academy is a nonprofit, 501(c)(3) organization dedicated to serving Christian families who seek a Christ-centered, high-quality education for their children. We operate independently and are not financially supported by any specific church or denomination, so tuition serves as our main source of funding. Our financial policies are designed to be transparent and fair to all families.

We view tuition and fees as an investment in your child's education and spiritual development. The Board of Directors is responsible for setting tuition rates, payment structures, and overall financial policies. Additionally, the Board ensures that the school has sufficient resources to operate and that enrollment remains accessible and affordable for all families. Open communication is essential, and while this document provides important information to guide financial decisions, it is not a substitute for direct conversations with our staff. We encourage you to thoroughly review our financial policies and reach out with any questions or concerns.

It is crucial that all CCA families understand and meet their financial commitments by paying tuition and fees on time. Timely payments help us maintain a strong Christian witness in our community. Please review the financial policies carefully, and if you have any questions or need assistance, don't hesitate to contact the business office at 770.961.9300.

2025 – 2026 CCA FEES AND TUITION RATES

Re-enrollment Fee

- $150 per student (K3-12th Grade)
  - Non-refundable.
  - Ensures your child's spot for the upcoming school year. If unpaid by the deadline, enrollment will be removed.

New Student Application Fee

- $175 (Preschool) / $250 (K5-12th Grade)
  - Non-refundable and due at the time of application submission.
  - Covers testing and processing costs.
  - Submitting an application does not guarantee enrollment.

Required Prepayment

- $400 per child (Non-refundable, due by June 1st)
  - Required to maintain reserved placement. This fee is deducted from your total tuition amount.

Withdrawal Policy

- By July 1st: $500 early withdrawal fee per child.
- By July 15th: First month's tuition + $500 early withdrawal fee per child.
- If you voluntarily withdraw or your student is dismissed, you are responsible to pay the $500 Early Withdrawal Fee.

Graduating Senior Tuition Payments

- Seniors must be on a 10-month payment plan, with tuition paid in full by April.
- Siblings of seniors may remain on a 12-month plan.

2025-2026 Tuition Rates

	Annual	10 month	12 month
Pre-School (K3 & K4)			
1st child	$9,865.00	$946.50	$788.75
2nd child	$9,665.00	$926.50	$772.08
3rd child	$9,565.00	$916.50	$763.75
Kindergarten (K5)			
1st child	$10,580.00	$1,018.00	$848.33
2nd child	$10,380.00	$998.00	$831.67
3rd child	$10,280.00	$988.00	$823.33
Grades 1-5			
1st child	$11,500.00	$1,110.00	$925.00
2nd child	$11,300.00	$1,090.00	$908.33
3rd child	$11,200.00	$1,080.00	$900.00
Grade 6			
1st child	$12,015.00	$1,161.50	$967.92
2nd child	$11,815.00	$1,141.50	$951.25
3rd child	$11,715.00	$1,131.50	$942.92
Grades 7-12			
1st child	$12,470.00	$1,207.00	$1,005.83
2nd child	$12,270.00	$1,187.00	$989.17
3rd child	$12,170.00	$1,177.00	$980.83

Offered Discounts:

- 5% discount if tuition is paid in full by July 15th via cash/check.
- 3% discount if paid in full via credit card.
- 15-50% tuition reduction for full-time vocational ministry families (subject to approval).
- 10% discount for Active Duty Military and Veterans.

Additional Fees:

*Please note, not all fees are listed and all are subject to change.

Chapel Shirt (K3-12th)	$20 (Youth) $25 (Adult)
Field Trip T-shirt (K5-5th)	$10
PE/Elective Uniform (9th-12th)	$30 (Set)
Senior Graduation Fee	$100
Yearbook	$65 (subject to increase)
Club Memberships	Varies
High School Retreat	$215 (subject to increase)

Extended Education Rates (K3-12th, 3:20 PM - 6:00 PM)

Plan	Monthly Fee	Annual Fee
5 Days Per Week	**$195**	**$1,950**
Drop-In Rate	**$15.50 per day**	**—**

- Families are charged based on elected days, regardless of attendance.
- Monthly charges are added to tuition payments through FACTS.
- Drop-in charges are billed at the end of the month and must be paid within 15 days.
- Changes to enrollment (max 3 per year) require a written notice two weeks in advance. More than 3 changes will incur a $25 fee.
- Late pickups after 6:00 PM incur a $2 per minute charge.

Payment Policies:

Payment Options

1. Payment-In-Full (PIF): Due July 15th or at registration. No setup fee.
2. Deferred Monthly Payments (FACTS Tuition Management Plan)
    - 10-month plan (July - April)
    - 12-month plan (July - June)
    - Requires automatic withdrawal (ACH) via checking, savings, or credit card.
    - $50 annual FACTS setup fee.

Delinquent Accounts & Late Fees

- Late payments incur a $55 late fee ($30 FACTS + $25 CCA).
- Accounts 15 days overdue: $75 service charge, plus $75 for each additional 30 days late.
- Accounts 45+ days overdue: CCA may deny class attendance, withhold academic reports, and revoke enrollment.
- Final exams will not be administered to students with past due accounts.
- Transcripts and report cards will be withheld until financial obligations are met.
- All past-due tuition must be paid by June 30th to re-enroll.
- Persistent delinquency may result in penalties such as suspension, denial of extracurricular participation, and legal action.

Additional Policies

- Volunteer requirements vary by student activities.
- Lost library books will incur a $10 fee per book.
- Students Enrolling After September 1st: Tuition is prorated at 1/10th of total tuition per month attended.
- Legal Notice: This contract is governed by Georgia law.

Parent Agreement: I have read and agree to abide by all financial policies outlined in this document.

Parent Signature: _____ **Date:** _____
Parent Name: _____
Student Name(s) & Grade(s): _____

Notice of Nondiscriminatory Policy:

CCA admits students without regard to race, color, national or ethnic origin, or disability, provided they meet admission requirements.