2026 – 2027 – Financial Policy & Contract Agreement

Financial Policy Overview
Creekside Christian Academy is a nonprofit 501(c)(3) organization providing Christ-centered, high-quality education. As we receive no funding from any church or denomination, tuition is our primary financial support.

Tuition and fees are an investment in your child's academic and spiritual growth. The Board of Directors sets tuition rates and policies to ensure fairness, transparency, and accessibility for all families.

All families are expected to meet their financial obligations on time, as timely payments support school operations and our Christian testimony. This document outlines key policies, but we encourage open communication. For questions or assistance, contact the Business Office at 770.961.9300.

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

Enrollment & Fees Overview

- Re-enrollment Fee: $150 per student (K3–12); non-refundable. Secures your child's spot. Unpaid fees result in loss of enrollment.
- New Student Application Fee: $175 (Preschool) / $250 (K5–12); non-refundable. Due with application. Covers testing/processing. Does not guarantee admission.
- Down Payment: $400 per student; non-refundable, due by June 1. Reserves placement and is applied toward tuition.

Withdrawal or Expelled Policy:

- Tuition is due through the end of the fiscal quarter the student attends, including an additional withdrawal fee of $1,500.00 per student.
- Tuition withdrawal penalties are based on four fiscal quarters during the school year, defined; Q1 July15-October 2; Q2 October 12-last day before Winter break; Q3 January 6-March 15; Q4 March 19-last day of school.
- All unpaid fees due to the school or incurred on the student's FACTS account(s) are due in full at the time of withdrawal.
- Any unpaid balance for a Learning Solutions program is due in full at the time of withdrawal.
- No academic records will be released until all financial obligations have been paid in full (check payments will be subject to a 14-day waiting period or until payment clears the bank).

Delinquent Payment (after withdrawal)

- Any unpaid balance, tuition or otherwise, remaining 60 days after withdrawal may be subject to further collection attempts up to and including third-party collections and legal filing with the Henry County Magistrate Court.

Graduating Seniors

- Must be on a 10-month plan with tuition paid in full by April. Siblings may remain on a 12-month plan.

Payment Options

- Payment-In-Full (PIF): Due July 15th or at registration. No setup fee.
- 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.
    - $55 annual FACTS setup fee

Item	Grades	Notes
Chapel Shirt	K3–12	Required
Senior Graduation Fee	12	Required
Yearbook	All Grades	Optional
Club Memberships	Varies	Based on club participation
Lunches	All Grades	Optional, billed separately
Middle/High School Retreat	7–12	Additional cost
Lost Library Book	1-12	Cost of replacement
Athletic Fee	6-12	Required if participating

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

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

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

Charges are based on pre-selected days, regardless of attendance. Monthly fees are added to tuition payments through FACTS. Drop-in charges are billed at the end of each month through FACTS and must be paid within 15 days.

Families may request up to three enrollment changes per year with a two-week written notice. Additional changes will incur a $25 fee. Late pickups after 6:00 PM will be charged $3 per minute.

Delinquent Accounts & Late Fees

- Late payments incur a $55 late fee ($30 FACTS + $25 CCA).
- After 10 days from the due date of payment, the family will be notified of the delinquency.
- Accounts more than 15 days overdue incur a $75 service charge, with an additional $75 charge for every 30 days overdue.
- After 20 days of delinquency, the family should have a meeting with the business office or the student may be temporarily suspended from attendance.
- If an account is 45+ days overdue, CCA may deny attendance, participation in activities, and withhold academic reports and transcripts until the past due balance is paid in full. Exams will not be administered, and zeros will be given for missed work. No records will be transferred until the past due balance is paid in full.
- If tuition issues persist, CCA reserves the right to impose penalties such as suspension, denial of re-enrollment, withholding yearbooks, restricting extracurricular activities, and withholding transcripts.
- **Delinquent Tuition**: By June 30, any unpaid tuition must be paid in full to secure re-enrollment for the new school year. Failure to pay accounts may result in loss of enrollment due to limited space.

2026-2027 Tuition Rates

Annual Tuition:

- Tuition is due in full by July 15 or upon enrollment after that date. A 5% discount is available for tuition paid in full by cash or check, and a 3% discount for payment by credit card. A deferred payment plan is available through FACTS for an annual fee of $55.
- 15-50% tuition reduction for families whose primary income comes from full-time vocational ministry (with administrative approval).

	Annual	10 month	12 month	5% Paid in Full Discount*
Pre-School (K3 & K4)	$10,850.00	$1,045.00	$870.83	$10,307.50
Kindergarten (K5)	$11,750.00	$1,135.00	$945.83	$11,162.50
Grades 1-5	$12,450.00	$1,205.00	$1,004.17	$11,827.50
Grades 6-8	$13,350.00	$1,295.00	$1,079.17	$12,682.50
Grades 9-12	$13,750.00	$1,335.00	$1,112.50	$13,062.50

***Cash or check payment**

Financially Responsible Parties Acknowledgment

We have read, understand, and agree to abide by the financial policies of Creekside Christian Academy. We accept joint responsibility for all tuition and fees associated with the enrollment of the student(s) listed under our account.

Financially Responsible Party 1 (Printed): _____
Signature: _____ Date: _____

Financially Responsible Party 2 (Printed): _____
Signature: _____ Date: _____

*Legal Notice: This contract is governed by Georgia law.