

Washington School 2023-2024 Registration Packet

Instructions for Returning Students

1. Complete the Application for Admission page(s).
 - a. Only the student's name, grade, and your signature are required if no other information has changed.
 - b. A separate Application for Admission page must be completed for each student.
 - c. Please update any area of the Application where the information has changed.
2. Complete and sign the Contract for Enrollment & Tuition (pages 6-7).
3. Complete the Tuition Bank Draft Authorization Form (page 8) unless paying in one payment or by semester.
4. Complete the Building Fund Agreement & Draft Authorization Form (page 9) (required for students in PK4 – grade 12). Only those drafting must complete the Draft Authorization section.
5. The **reenrollment period is from March 1 – May 1, 2023**. We strongly encourage all families to let us know their intention to return during this period so we can accurately plan for the next school year. As an encouragement to do so, **the registration fee is discounted by \$100 during this period**.

Instructions for New Students

1. Complete the Application for Admission page(s). A separate Application for Admission page must be completed for each new student.
2. Complete and sign the Contract for Enrollment & Tuition (pages 6-7).
3. Complete the Tuition Bank Draft Authorization Form (page 8) unless paying in one payment or by semester.
4. Complete the Building Fund Agreement & Draft Authorization Form (page 9) (required for students in PK4 – grade 12).
5. Admissions tours, interviews, and testing will be performed by the assigned school personnel to insure the proper placement if a student is admitted and to insure the student will be able to thrive in Washington School's demanding curriculum.
6. The following documents must also be provided as part of the application process:
 - a. Official Birth Certificate
 - b. Mississippi record of immunization. If you are from out-of-state, a local doctor or the Health Department can be of assistance.
7. The following documents are required upon admission:
 - a. School records – Washington School will request these directly from the former school.
 - b. Social Security Card.

All Contracts must be accompanied by payment for Registration and Endowment Fees.

2023-2024 Tuition and Fees

REGISTRATION FEE

- ☺ \$250 per student annually.
- ☺ Payment must be submitted with application.
- ☺ Non-refundable.

Registration Fee is discounted by \$100 per student during reenrollment from March 1-May 1, 2023 for all students. If you have extenuating circumstances, contact the office for an extension.

ENDOWMENT FEE

- ☺ \$100 per family annually
- ☺ Payment must be submitted with application
- ☺ Non-refundable

BUILDING FUND FEE

- ☺ \$300 per family annually
- ☺ Payable annually, bi-annually or monthly draft
- ☺ See Building Fund form to select payment options
- ☺ Non-refundable

2023-2024 TUITION

- ☺ PK3: \$5,500 (Child must be 3 by September 1st of school year.)
- ☺ PK4: \$6,390 (Child must be 4 by September 1st of school year.)
- ☺ K5: \$6,390 (Child must be 5 by September 1st of school year.)
- ☺ Grades 1-5: \$7,045
- ☺ Grades 6-12: \$7,400

TUITION INCLUDES:

- ☺ PTO dues
- ☺ School day pictures
- ☺ Activity fees (free admission for students for all athletic events and plays)
- ☺ One yearbook per family is included with tuition. Additional yearbooks may be purchased with a separate check for \$75 per extra yearbook at the time of registration.

TUITION PAYMENT OPTIONS

- ☺ Payment in full due by August 4
- ☺ One-half tuition due by August 4 with the balance due by January 5
- ☺ Monthly tuition drafts June through May on the 5th or 15th
- ☺ \$400 of tuition is non-refundable after first day of school

Nondiscriminatory Policy

Washington School admits students of any race, color, national, or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national, or ethnic origin in the administration of its educational policies, admissions policies, scholarship and loan programs, or athletic and other school administered programs.

Application for Admission

Applicant's Name: _____ Goes by: _____ Application Grade: _____

Social Security No. _____ Date of Birth _____ Grade Repeated _____ Gender _____

Former School (**new students only**) _____

Former School Address _____
(Street) (City) (State) (Zip)

Washington School has permission to give my child Tylenol: Yes No (please circle one)

Applicant has no physical weakness or disability except: _____

Father's or Guardian's Name: _____ WS Alumni: _____ Year: _____
Home Address: _____ Home Telephone: _____
Place of Employment: _____ Business Phone: _____
Position: _____ Cellphone: _____
E-mail address: _____

Mother's or Guardian's Name: _____ WS Alumni: _____ Year: _____
Home Address: _____ Home Telephone: _____
Place of Employment: _____ Business Phone: _____
Position: _____ Cellphone: _____
E-mail address: _____

Maternal Grandparents, Address & Email:

Paternal Grandparents, Address & Email:

Note: To receive the \$100 discount per returning student on the registration fee, the Application for Admission and Contract for Enrollment & Tuition forms must be received by May 1, 2023. If you have extenuating circumstances, please call the office for an extension.

This application and the Washington School contract are subject to approval. Students are not automatically reenrolled. The undersigned have carefully read this application form and the educational contract and agree that their child/children will fully comply with and abide by same.

Signed: _____
Printed Name: _____
Date: _____

Signed: _____
Printed Name: _____
Date: _____

Application for Admission

Applicant's Name: _____ Goes by: _____ Application Grade: _____

Social Security No. _____ Date of Birth _____ Grade Repeated _____ Gender _____

Former School (**new students only**) _____

Former School Address _____
(Street) (City) (State) (Zip)

Washington School has permission to give my child Tylenol: Yes No (please circle one)

Applicant has no physical weakness or disability except: _____

Father's or Guardian's Name: _____ WS Alumni: _____ Year: _____

Home Address: _____ Home Telephone: _____

Place of Employment: _____ Business Phone: _____

Position: _____ Cellphone: _____

E-mail address: _____

Mother's or Guardian's Name: _____ WS Alumni: _____ Year: _____

Home Address: _____ Home Telephone: _____

Place of Employment: _____ Business Phone: _____

Position: _____ Cellphone: _____

E-mail address: _____

Maternal Grandparents, Address & Email:

Paternal Grandparents, Address & Email:

Note: To receive the \$100 discount per returning student on the registration fee, the Application for Admission and Contract for Enrollment & Tuition forms must be received by May 1, 2023. If you have extenuating circumstances, please call the office for an extension.

This application and the Washington School contract are subject to approval. Students are not automatically reenrolled. The undersigned have carefully read this application form and the educational contract and agree that their child/children will fully comply with and abide by same.

Signed: _____

Printed Name: _____

Date: _____

Signed: _____

Printed Name: _____

Date: _____

Application for Admission

Applicant's Name: _____ Goes by: _____ Application Grade: _____

Social Security No. _____ Date of Birth _____ Grade Repeated _____ Gender _____

Former School (**new students only**) _____

Former School Address _____
(Street) (City) (State) (Zip)

Washington School has permission to give my child Tylenol: Yes No (please circle one)

Applicant has no physical weakness or disability except: _____

Father's or Guardian's Name: _____ WS Alumni: _____ Year: _____

Home Address: _____ Home Telephone: _____

Place of Employment: _____ Business Phone: _____

Position: _____ Cellphone: _____

E-mail address: _____

Mother's or Guardian's Name: _____ WS Alumni: _____ Year: _____

Home Address: _____ Home Telephone: _____

Place of Employment: _____ Business Phone: _____

Position: _____ Cellphone: _____

E-mail address: _____

Maternal Grandparents, Address & Email:

Paternal Grandparents, Address & Email:

Note: To receive the \$100 discount per returning student on the registration fee, the Application for Admission and Contract for Enrollment & Tuition forms must be received by May 1, 2023. If you have extenuating circumstances, please call the office for an extension.

This application and the Washington School contract are subject to approval. Students are not automatically reenrolled. The undersigned have carefully read this application form and the educational contract and agree that their child/children will fully comply with and abide by same.

Signed: _____

Printed Name: _____

Date: _____

Signed: _____

Printed Name: _____

Date: _____

WASHINGTON COUNTY DAY SCHOOL ASSOCIATION, INC.
 Greenville, Mississippi 38703
CONTRACT FOR ENROLLMENT & TUITION FOR 2023-2024 SCHOOL YEAR
 (This is a non-cancellable Contract for its term.)

Office Use Only
 Date Received _____
 Registration Fee _____
 Endowment Fee _____
 Building Fund _____

NOTICE OF NONDISCRIMINATORY POLICY

Washington County Day School Association, Inc. (hereinafter "School" or "Washington School") admits students regardless of race, color, sex, handicap, national or ethnic origin, whereas said students are afforded all the rights, privileges, programs, and activities general accorded or made available to all students at Washington School. Washington School does not discriminate on the basis of race, color, sex, handicap, national or ethnic origin in administration of its educational policies, admissions policies, and athletic and other School administered programs.

This Application is hereby made by the parent(s) or guardian(s) listed below, (hereinafter referred to as parent(s)) for the enrollment of our son/daughter, ward or beneficiary (hereinafter referred to as child or student) in Washington School, located in Greenville, Washington County, Mississippi (herein referred to as "School" or "Washington School") for the academic year 2023-2024.

Student	Grade	Student	Grade
Student	Grade	Student	Grade

TUITION CALCULATION

Grade	Tuition	12 monthly payments	No. of students	Total
PK3	\$5,500	\$458	_____	\$ _____
PK4, K5	\$6,390	\$532	_____	\$ _____
1 – 5	\$7,045	\$587	_____	\$ _____
6 – 12	\$7,400	\$617	_____	\$ _____

Method of Payment

Upon acceptance of this contract, you must choose one of the following payment plans listed below (please check which option):

- One payment in Full due August 4th.
- Two payments - half by August 4th & half by January 5th.
- Monthly Tuition Drafts of _____ beginning June 2023 through May 2024 on the 5th or 15th of each month.

****\$400 of tuition is non-refundable after the first day of school.**

****\$30 service fee will be charged to all returned checks.**

Whereas, Washington School is an independent institution, it is necessary that the School know in advance the number of students to be enrolled and prepared for during an academic year, including testing and placement of students in advance. In consideration of the above premises and in further consideration of the reservation of space and facilities for the child at the School, and your acceptance of the enrollment of my child at the School, we hereby agree as follows:

1. In the event that the student is absent by reason of illness, expulsion, or suspension for disciplinary reasons, the obligations hereunder shall continue. We hereby covenant and agree to hold the School harmless from any loss, harm, or damage claimed to arise out of the exercise of any of the School's rights under this contract. We understand and agree that the School is not responsible for damages to or losses of personal belongings.
2. The following rights and prerogatives shall be vested in the School:
 - A. To determine the class or grade to which the student shall be assigned.
 - B. To suspend or expel the student for scholastic or disciplinary reason, or cause, and in the event of such suspension or expulsion, the School shall be the sole judge of the sufficiency of such reason or cause. Parents hereby acknowledge that Washington School is a private institution and consent and agree that any or all of the above-named student(s) may be required to withdraw from the School at any time that it is determined in the sole and absolute discretion of the School that such withdrawal is in the best interest of either the School or the student(s).

3. The foregoing contract may be canceled only in the event that the residence of the student enrolled herein shall be removed from the area served by the School. **Therefore, the parents are jointly and severally responsible for the total tuition if the child is withdrawn once a contract is signed.**
4. **A STUDENT MAY NOT BE READMITTED UNTIL ALL PAST DUE TUITION AND FEES ARE PAID. NO STUDENT WILL BE ALLOWED TO REGISTER OR APPLY FOR THE NEXT SCHOOL YEAR UNTIL THE PREVIOUS YEAR’S TUITION IS PAID IN FULL.**
5. **All contracts are due and payable in full by May 31, 2024.** Those individuals who have contracts not paid in full will be asked to make financial arrangements through a financial institution of their choice to fulfill the contract agreement.
6. **No student will be allowed to participate in any extracurricular activities (sports, field trips, etc.) if tuition is not current.**
7. Any legal suit, action or proceeding arising out of or related to this contract shall be instituted or commenced exclusively in either the United States District Court for the Northern District of Mississippi, Greenville Division, or a state court within the venue of Washington County, Mississippi, and each party hereto submits to the exclusive jurisdiction of such courts in any such suit, action or proceeding. The undersigned, jointly and severally, agree that they will be fully responsible for making all payments required hereunder for the full school year. If any payments required by this contract are not received when due, the undersigned agrees to reimburse School, and School shall be entitled to recover from the undersigned, all costs and expenses incurred by School in collection of same (including but not limited to School’s attorneys’ fees, expenses and court costs).
8. By signing below, I give my consent and authorize Washington School and its media partners to photograph and/or video my child. I understand these photographs and/or videos may be used for in-house presentations and/or publication through social media and/or traditional media outlets.
9. **On behalf of ourselves and the student(s), we consent to and agree to abide by all policies, rules and regulations set forth by the Administration and the Board of Directors of Washington School, now in effect or which may be at any time in the future promulgated during the term of this contract.**
The following rights and prerogatives shall be vested in Washington School:
 - A. **Neither report cards nor permanent records will be released for any student until all the tuition has been paid in full, all books and school equipment have been returned, and any other delinquent fees have been paid in full.**
 - B. **Senior students may not participate in graduation exercises until all fees have been paid in full.**
10. **VOLUNTEERISM:** Volunteerism is a vital part of Washington School. Parental and family involvement is crucial in your child’s educational success at Washington School. We encourage you to become involved in the volunteer opportunities available here. Opportunities include our Booster Club, PTO, and participation in other activities. These organizations provide additional funding through various fundraisers, such as athletic gates, athletic concessions, Spring Auction, Harvest Fun, Ham It Up, Wine and Wishes, and our tuition giveaway. We also have on-campus opportunities such as library, classroom, and lunchroom assistance. Numerous volunteer opportunities often present themselves throughout the year. The involvement of our parents and families in our school is one of the ways our school sets itself apart from other area schools. We are better when you are here, caring and active in your child’s school life. **We need each family to volunteer a minimum of 25 hours per year.**

***It is understood that all tuition payments are due and payable by the 5th or 15th of each month. It is further agreed that any tuition payment not paid within ninety (90) days of the due date shall subject the student(s) to suspension from attending Washington School until all past due funds are paid in full. Upon the payment of the past due balance, the suspended student(s) will be readmitted.**

Father/Guardian (Print) _____ Date _____

Mother/Guardian (Print) _____ Date _____

Father/Guardian Signature _____

Mother/Guardian Signature _____

Name of family referring you to WS (only applicable if you are a new family): _____

Tuition Bank Draft Authorization Form

(Form must be accompanied by a voided check)

NAME OF BANK

BANK ROUTING NUMBER

CITY/STATE OF BANK

BANK ACCOUNT NUMBER

AMOUNT OF DRAFT
(FROM TUITION CALCULATION FORM)

5TH OR 15TH
DATE OF DRAFT

CHECKING _____ SAVINGS _____

I, the undersigned, hereby authorize Washington County Day School, Inc. to draw recurring monthly drafts against my bank account beginning _____ for _____ months.

The above authorization is to remain in force until revoked by me in writing.

PRINTED NAME

DATE

SIGNATURE

ATTACH VOIDED CHECK HERE

Building Fund Agreement & Draft Authorization Form

BUILDING FUND

- Paid annually by new and returning families
- For children in PK4-Grade 12**
- Check your choice below for method of payment

Parent's Name _____ Child's Name _____

\$300 per Family

_____ One payment of \$300. Payment is due Aug. 4, 2023.

_____ Two payments of \$150. The first is due by Aug. 4, 2023; the second is due by Jan. 5, 2024.

_____ 10 monthly payments of \$30 beginning June 15, 2023. Complete Draft Authorization below.

BUILDING FUND DRAFT AUTHORIZATION FORM

PRINT NAME

NAME

ADDRESS

CITY/STATE OF BANK

CITY/STATE/ZIP

BANK ACCOUNT NUMBER

HOME PHONE

BANK ROUTING NUMBER

WORK OR CELL PHONE

AMOUNT OF DRAFT FROM CHOICE ABOVE

As a convenience to me, I hereby request and authorize you to pay and charge my account listed above by and payable to the order of Washington County Day School Association, Inc. (Building Fund), Greenville, Mississippi, drawn in the amount of \$30.00 per month drawn on the **15th day of each month** beginning in June, 2023 through March, 2024 provided there are sufficient collect funds in said account to pay same upon presentation. I agree that your rights in respect to each draft shall be the same as if it were a draft drawn and personally signed by me. This authority is to remain in effect until revoked by me in writing and until you actually receive such written notice. I agree that you shall be fully protected in honoring any such draft. I further agree that if any draft is dishonored, whether with or without cause and whether intentionally or inadvertently, to pay any and all such fees and expenses associated with such dishonor.

SIGNATURE (MUST BE IDENTICAL TO BANK SIGNATURE CARD)

DATE