

Washington School 2024-2025 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 – April 2, 2024**. 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.

2024-2025 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-April 2, 2024 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

2024-2025 TUITION

- PK3: \$5,700 (Child must be 3 by September 1st of school year.)
- PK4: \$6,600 (Child must be 4 by September 1st of school year.)
- K5: \$6,600 (Child must be 5 by September 1st of school year.)
- Grades 1-5: \$7,260
- Grades 6-12: \$7,560

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 5
- One-half tuition due by August 5 with the balance due by January 6
- 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 April 2, 2024. 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 April 2, 2024. 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 April 2, 2024. 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 2024-2025 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") 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 the SCHOOL. It 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 (herewith referred to as child or student) in the Washington School, in Washington County, Mississippi (herewith referred to as the school) for the academic year 2024-2025.

Student	Grade	Student	Grade
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Student	Grade	Student	Grade
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TUITION CALCULATION

Grade	Tuition	12 monthly payments	No. of students	Total
PK3	\$5,700	\$475	_____	\$ _____
PK4, K5	\$6,600	\$550	_____	\$ _____
1 – 5	\$7,260	\$605	_____	\$ _____
6 – 12	\$7,560	\$630	_____	\$ _____

Method of Payment

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

- One payment in full due and payable in full by August 5th.
- Two payments: one-half (1/2) due and payable in full by August 5th & one-half (1/2) due and payable in full by January 6th.
- Monthly Tuition Drafts of _____ beginning June 2024 through May 2025 on the 5th or 15th of each month.

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

Whereas, the 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.
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. In the event of expulsion, the SCHOOL may, but is not required to, terminate this contract.
3. This contract may be terminated by the parent(s) only in the event that the legal residence of the student enrolled herein shall be changed to a legal residence located outside of the area served by the SCHOOL, in which event any unused pre-paid tuition will be refunded on a pro rata basis, less a non-refundable \$400 termination fee which shall be retained by the SCHOOL. Except for a change in legal residency to outside of the SCHOOL's service area, the parent(s) cannot terminate this contract unless the SCHOOL, in its sole discretion, agrees to such termination in writing. **Therefore, the parent(s) are responsible for the total tuition if the child is withdrawn from the SCHOOL once this contract is signed.** If it is necessary for the SCHOOL to retain an attorney to collect any tuition, fees, or amounts owed under this contract, then, in addition to the tuition, fees, or amounts owed, the parent(s) shall be liable to the SCHOOL for all costs of collection, including, without limitation, reasonable attorneys' fees, expenses, and courts costs.

4. **A STUDENT MAY NOT BE READMITTED UNTIL ALL PAST DUE TUITION AND FEES ARE PAID.**
5. **All contracts must be returned by April 2, 2024.**
6. **All contracts are due and payable by the date(s) stated in the “Method of Payment” option selected above.** 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.
7. **No student will be allowed to participate in any extracurricular activities (sports, field trips, etc.) if tuition is not current.**
8. The laws of the state of Mississippi shall govern the validity of this contract, the construction of its terms and the interpretation of the rights and duties of the parties hereto. Each party irrevocably and unconditionally agrees that it will not commence any action, suit, or proceeding of any kind whatsoever against any other party in any way arising from or relating to this contract and all contemplated transactions in any forum other than in a court of competent jurisdiction in Washington County, Mississippi. In any action, suit, or proceeding brought by any party against any other party, the parties knowingly hereby irrevocably and unconditionally waive trial by jury. Notwithstanding the foregoing, except for any action, suit, or proceeding brought or commenced by the SCHOOL for collection or for non-payment of tuition or fees, the parent(s) agree that any claim, dispute or controversy arising under, out of, or in connection with, or in relation to this contract, or any amendment hereof, or the breach hereof, brought or asserted by the parent(s) against the SCHOOL and/or any member(s) of its Board of Directors or Board of Trustees and/or any of its employees and/or agents or any combination thereof, shall be mediated as a condition precedent to commencing a judicial action. The parties shall endeavor to resolve any such claims, disputes, or controversies by mediation in Washington County, Mississippi, in accordance with the Mississippi Court Annexed Rules for Civil Litigation and applying the laws of the State of Mississippi. It is expressly agreed by the parent(s) that any legal action or proceeding filed by the parent(s) against the SCHOOL and/or any member(s) of its Board of Directors or Board of Trustees and/or any of its employees and/or agents shall be stayed until such mediation has been fully conducted, including any continuation thereof. It is expressly understood and agreed that the parent(s) shall be completely and totally responsible to pay the mediator’s fees along with any and all other expenses and fees of mediation. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof. The condition precedent of mediation set forth in this paragraph shall not apply to any action, suit, or proceeding brought or commenced by the SCHOOL for collection or for non-payment of tuition or fees.
9. **NO STUDENT WILL BE ALLOWED TO REGISTER OR APPLY FOR THE NEXT SCHOOL YEAR UNTIL THE PREVIOUS YEAR’S TUITION IS PAID IN FULL.**
10. **We agree to abide by all policies and regulations set forth by the Administration and the Board of Directors of the Washington School. The following rights and prerogatives shall be vested within Washington School:**
 - A. **Neither report cards nor permanent records will be released for any student until the student has paid all the tuition, returned all books and school equipment, and paid any other delinquent fees.**
 - B. **Senior students may not participate in graduation exercises until all fees are paid in full.**
11. **VOLUNTEERISM:** Volunteerism is a vital part of WS. Parental and family involvement is crucial in your child’s educational success at WS. We encourage you to become involved in the volunteer opportunities available here. Opportunities include our Booster Club, PTO, and other various ways. These clubs provide additional funding through various fundraisers such as athletic gates, athletic concessions, Spring Auction, Harvest Fun, Ham It Up, our Wine and Wishes, and our tuition giveaway. We also have on campus opportunities such as the library, classroom assistance, lunchroom assistance, etc. Other 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 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 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 the 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. 5, 2024.
- _____ Two payments of \$150. The first is due by Aug. 5 2024; the second is due by Jan. 6, 2025.
- _____ 10 monthly payments of \$30 beginning June 15, 2024. Complete Draft Authorization below.

MONTHLY 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

DRAFT AMOUNT (\$30.00)

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