

## CLA Continuous Enrollment

2022-2023 School Year



### What is Continuous Enrollment?

You only fill out enrollment data once, after that you are enrolled until you tell us that you are not. It's that easy!

### What do you need to do for the 2022-23 school year?

1. Complete re-enrollment, online, through Gradelink by March 15<sup>th</sup>, 2022. See the attached for your Gradelink login information. When you log into Gradelink click on the Re-Enroll sidebar tab and then update your student information. Use the "**Family Login** Information"
2. Print out and complete any paper documents that must be signed and returned to the office by April 30<sup>th</sup>, 2022.

### When will I be charged the re-enrollment fee?

The re-enrollment fee (\$90 per student, or \$150 for a family of two or more students) will be billed to your account on **March 1<sup>st</sup>, 2022** UNLESS you opt out of continuous enrollment by February 18<sup>th</sup>, 2022.

If you decide to opt out of CLA's continuous enrollment and decide to enroll your student(s) at a later date, the enrollment fee will increase to \$125 per student or \$250 for a family of two or more students.

### Tuition and Fees (Please see the attachment for 2022-23 Tuition and Fees.)

\*Financial aid will be available again next year, in a limited fixed scholarship amount. We will again be utilizing FACTS Tuition Management program to calculate eligibility. If you are interested in applying for financial aid, please register your child through Gradelink before applying online to Facts. There will be a \$30 fee assessed and you will need to apply on-line by **May 30<sup>th</sup>**. If you are interested in applying, please go to the CLA website [brookfieldcla.org/admissions/financial-aid](http://brookfieldcla.org/admissions/financial-aid) and look for the FACTS link, then follow the prompts to apply.

More than 45% of CLA students receive some form of financial aid, thanks to the generosity of many donors. Financial assistance through the school is based on need.

**\*Financial aid is not guaranteed year-to-year. You must re-apply.**

Thank you for choosing a Christ-centered education at Christian Life Academy. It is a privilege to partner with you. **Please contact Roxanne Lundberg, in the school office, if you have any questions or concerns about enrollment in the year ahead.** We are here to walk with you through your child's academic journey.

In His Service,

Craig O'Neil, Principal

# Christian Life Academy



## Continuous Enrollment Rules

2022 - 2023

1. Student(s) will be considered enrolled for the following year unless written notification of non-return is received at the school by the stated deadline or the student has graduated.
  - a. The deadline will be in February of each year.
  - b. Written notification of non-return must be addressed to [Roxanne Lundberg](#) in the CLA office.
  - c. The re-enrollment fee for each student will be billed and due in March.
2. Enrollment fees are non-refundable.
  - a. Exceptions:
    - i. Moving/relocation 50+ miles from CLA before the start of the school year.
    - ii. Administration has determined the student(s) education needs cannot be met at CLA.
  - b. If enrollment occurs after the February deadline, the re-enrollment fee increases and re-enrollment will be subject to space availability.
3. New students from current families will need to fill out an application and remit the enrollment fee directly to CLA. New student enrollment fee is \$90.00 per student.
4. Any unpaid year end balances; i.e. tuition, book damage fee, unreturned library books, hot lunch charges, etc.; will need to be paid in full before final grades will be sent to the family, or transcripts sent to other schools. Students will not be allowed to enroll in summer programs, begin school, or join fall sports the next school year until these balances are paid in full.

# Christian Life Academy



## Change of Enrollment Status

Please do **not** reserve a spot in the classroom for my child(ren). I understand that by signing below I am giving up my child(ren)'s guaranteed spot at CLA for the next school year, 2022-23. If I choose to enroll after the February 18<sup>th</sup> deadline, the enrollment fee will increase and will be subject to space availability.

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Signature Date