



# Smith Preparatory Academy

## Registration Checklist 2012-2013

**Please complete all pages of the application as listed below.**

*Early Registration (for current families only) begins January 16, 2012  
Open Registration begins February 13, 2012  
Registration closes on June 30, 2012*

Please mail **ALL** of the following items. Missing items constitute an incomplete application. Students will not be placed on a class roster until all items are received.

- o Family Application
- o One Student Application per child
- o Both parents and EACH student must sign a Parent/Student/School Contract and Financial Obligations
- o A check for the total fees due or the Google Order Number if paying electronically
- o **All new students must submit** their most current Transcript/Report Card (from a public or private school) or most recent test scores or portfolio evaluation (if homeschooled).

### Registration Fees 2012/2013

**Registration Fees are non-refundable and are due in full at the time of registration.**

*Current families receive a \$50 discount per student on Core registration fees if a complete application and payment are received prior to February 10<sup>th</sup>.*

Core Program:	\$250 per student
Math:	\$100 per student
Latin:	\$100 per student

(Tuition amounts, payment plans and discounts may be found on our website at: <http://smithprep.com/tuitionfees-2/>)

### Fees Worksheet

Core Program:	\$250 x ____ student(s)	\$ _____
Math Class:	\$100 x ____ student(s)	+ \$ _____
Latin Class:	\$100 x ____ student(s)	+ \$ _____
Current Families Discount: (due by Feb. 10 <sup>th</sup> )	-\$50 x ____ student(s) in Core Program	- \$ _____
Total Due		= \$ _____

Google Order Number (if paid electronically): \_\_\_\_\_  
Check Number (if attaching a check): \_\_\_\_\_



# Smith Preparatory Academy

## Student Application 2012-2013

Please complete one form per student. Please print legibly or type your responses.

\_\_\_\_\_  
 Student's Last Name                      First Name                      Middle Initial                      Prefers to be called  
 \_\_\_\_\_  
 Grade level for 12/13                      Birthdate                      Age                      Sex

**Applying for (check all that apply):**

Core Program: Middle School [ ]  
 High School: Track A [ ] Track B [ ] Track C [ ]  
 (see website for courses in each track: click on "Academics", then "Class Schedule")

Co-curricular classes: Algebra 1 [ ] Algebra 2 [ ] Geometry [ ] Advanced Math [ ] Latin 1 [ ] Latin 2 [ ]  
 (classes meet at Longwood campus)

**Campus for Core Program (check one):** [ ] Longwood [ ] Ocoee

**How is this child registered as a student for 2012/2013? (check and complete one of the following)**

\_\_\_Y \_\_\_N This child is legally registered as a homeschooled student with \_\_\_\_\_ County, Florida.  
 \_\_\_ This child is registered with a FL-DOE recognized private school. Name of school: \_\_\_\_\_

\_\_\_\_\_  
 Address    City    State                      Zip Code  
 \_\_\_\_\_  
 Home Phone                                      Student's Cell Phone                      Student's Email

\_\_\_Y \_\_\_N : My child has diagnosed or suspected deficiencies, disabilities, behavior issues, and/or medical problems which may affect her/her performance. (If yes, please list details on the back of this page.)  
 \_\_\_Y \_\_\_N : Has student ever been involved in disciplinary action, suspension, expulsion from school or arrested? (If yes, please attach explanation.)  
 \_\_\_Y \_\_\_N : Has student ever had a problem caused by the use of drugs, alcohol, unlawful behavior, negative peer pressure, etc.? (If yes, please attach an explanation, or if you prefer, please note and you will be contacted for a verbal explanation.)

**Please give a brief history of this student's education:**

GRADE	SCHOOL YEARS	TYPE OF SCHOOL*	NAME/LOCATION OF SCHOOL
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

\* PU=PUBLIC, PR=PRIVATE, H=HOMESCHOOLED

Office use only: Date Recd \_\_\_\_\_ PD \_\_\_\_\_ CK# \_\_\_\_\_ FAM \_\_\_ STU \_\_\_ FO/PSS \_\_\_\_\_ T/RC/TST \_\_\_\_\_ REF \_\_\_\_\_  
 A/L Date \_\_\_\_\_

## Financial Obligations

- A late fee of \$20 per student is charged if the balance is not received by the 10th of the month. Students are subject to being suspended from classes if an account is not up to date. Registration Fees paid in spring for the following school year are placed on the current family account and, if necessary, may be used to cover late fees and/or missing tuition payments for the current school year. This means a student may lose his place on the roster for the following school year.
- If any check is returned for **Insufficient Funds**, the account will be assessed a \$35 fee. If two checks are returned, the account will be placed on a "cash only" basis.
- If a student is **Withdrawn** tuition payments are owed through the end of the current semester.
- If financial accounts are not current at the close of any semester, grades/evaluations will be **Withheld** until those accounts are settled.

## Parent/Student/School Contract

To ensure that we are all doing our best to create the optimal learning experience for our students, we have created this contract of responsibilities and expectations for the parents, students, and the faculty of Smith Prep (SPA). Please read and sign the following:

### Student Contract

- I commit to strive for excellence in all I do and to adhere to moral and Biblical standards both in and out of school
- I commit to cooperate respectfully with all representatives of the SPA faculty and the facility which hosts SPA.
- I commit to respect and care for the facilities and materials provided by SPA.
- I commit to submit respectfully to all the policies of SPA, including conduct and dress code.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

### Parent Contract

- We commit to our responsibilities, as the homeschooling parents, to ensure that the formal education begun in the classroom is continued at home by:
  - Reviewing all homework sent home on a weekly basis
  - Using the material sent home to teach our child throughout the week
  - Assisting our child in the learning process
  - Reviewing completed work to ensure our child is working to the best of his/her abilities
  - Assisting our child in organizing his/her work to be submitted
  - Reviewing all graded work sent home
- We have reviewed the Smith Prep Handbook and commit to support and comply with all policies as outlined therein, including the Financial Obligations as listed above.
- We commit to contact our child's teacher should any concerns arise.
- We commit to bear any financial responsibility for any and all damages caused to school property by our child.

Father Signature \_\_\_\_\_ Date \_\_\_\_\_

Mother Signature \_\_\_\_\_ Date \_\_\_\_\_

### School Contract

- We commit to provide a safe environment for learning.
- We commit to provide parents tools to homeschool their children.
- We commit to encourage and support both parent and child as they homeschool.
- We commit to educate and challenge students on a weekly basis.
- We commit to give guidance to parents when necessary.

All members of the faculty and staff of Smith Preparatory Academy agree to abide by the commitments outlined in this contract.