



Dear Prospective Key Point Christian Academy Family,

We are pleased that you are considering Key Point Christian Academy as a partner in your child's educational process.

Key Point Christian Academy offers a contemporary academic program built on high standards with an inviting and supportive environment where children develop critical thinking skills, creative problem-solving skills, and are motivated to succeed. Our mission is to cultivate an atmosphere that challenges and empowers children to achieve academic and personal goals while building self-confidence in a safe and positive Christian environment.

Key Point Christian Academy's vision is to guide each student's unique talents and abilities down a strong academic path. We facilitate a teaching environment that offers an innovative and interactive approach to Christian-based character development and cognitive growth. Key Point Christian Academy strives to build leadership skills in every child, and prepare our students to be constructive members in our society.

To ease the admissions process, below is a list of all the forms and steps that need to be completed:

### Visit Our School

- School tours are available by appointment. Call (305)755-9258 or email us [admissions@keypointschools.com](mailto:admissions@keypointschools.com)

### Preschool Admissions Process | Toddler 18-Months to Kindergarten

- Preschool-Kinder Teacher recommendation letters from the student's current school
- Register for an Observation (observations are required for all incoming students Pre K3 to Pre K4)
- Kinder- Register for admissions test interview (academic test is required for all incoming students)

### Academy Admissions Process | 1st to 8th Grade

- Official transcripts (minimum two previous academic years)
- A copy of the most recent report card
- Recommendation letters from the student's current school (principal/counselor, math and language art teacher)
- Register for admissions test and interview (academic test is required for all incoming students)

### Online Registration Forms

- Fees and Tuition Agreement
- Tuition and Food Refund Plan
- Application Form
- Emergency Form
- Pick-Up Authorization Form
- Photography and Video Permission Form
- Payment Authorization Form (Credit Card or ACH Debit)
- Registration Acknowledgment Form

### Other Requirements (Please send all additional documents to [admissions@keypointschools.com](mailto:admissions@keypointschools.com))

- Copy of the Birth Certificate
- Copy of both parent/guardian identification (picture ID or passport)
- Florida's Certification Immunization and Health Forms (Form 680 and 3040)

We look forward to staying in touch with you and if we can be of further assistance regarding the admissions process, please do not hesitate to contact us.

Admission Department

Key Point Christian Academy

609 Brickell Ave.

Miami, FL 33131

Admissions: (786) 546-1078 | E: [admissions@keypointschools.com](mailto:admissions@keypointschools.com) | W: [www.keypointschools.com](http://www.keypointschools.com)

School's front office: (305) 755-9258



# PRESCHOOL - KINDERGARTEN FEES AND TUITION AGREEMENT

PRESCHOOL Full-Time Toddler 18-Months to Pre-K4	Registration Fee	Plan A (x1)	Plan B (x2)	Plan C (x11)
8:45 a.m. - 3:30 p.m.	\$1,352.00	\$15,800.00	\$16,678.00 8,339.00	\$17,556.00 \$1,596.00
<b>ELEMENTARY - Kindergarten</b>	\$1,638.00	\$19,574.00	\$20,662.00 \$10,331.00	\$21,747.00 \$1,977.00
8:45 a.m. - 3:30 p.m.		\$2,310.00	\$1,155.00	\$210.00
<b>ORGANIC FOOD PLAN (Mandatory)</b>				

- **10% SIBLING DISCOUNT ON THE SECOND AND THIRD CHILD**

## PAYMENT PLANS DUE DATES

Plan A - 10% discount already included (**1 full payment DUE UPON REGISTRATION**)

Plan B - 5% discount already included (**2 semester payments due 07/01/24 and 06/01/25**)

Plan C (**11 payments due 07/01/24 through 06/01/25**)

- In consideration of the acceptance of this contract/agreement and the enrollment of a student in Key Point Christian Academy for the entire 2024-2025 school year. I understand and agree that once this agreement has been signed and registration has been processed and paid, I am liable for the entire school year's tuition payments and fees if the Tuition and Food Protection Plan has been declined.
- Prorated Tuition and Food fees will not be granted.
- The Tuition and Food Protection Plan is voluntary and available at the time of the registration process by paying the annual fee.
- Fees and Tuition payment plans cannot be changed or modified after registration forms have been received and/or processed.
- The current contract/agreement begins on July 1, 2024, through June 1, 2025. For late enrollments, the contract/agreement will end until June 1, 2025.

## LATE FEES AND PAYMENT NOTES

- Unpaid balances after the 5th of each month: \$50.00 late fee. Additional \$100.00 late fee after the 15th of each month.
- Returned checks penalty: \$50.00. After two returned checks during the school year, payments shall be made with a certified check, money order, or credit card.
- Any overdue account balance after 90 days will be sent to RFGI, our third-party collections agency. Collection fees will be added to your account.
- Classes will be interrupted due to late/non-payment of tuition and fees as stated in the parent handbook.

## PRESCHOOL ADDITIONAL FEES (All additional fees including registration fee are non-refundable and due upon registration)

Preschool Materials	\$656.00 (Due upon registration)
Year Memories	\$95.00 (Due upon registration - per child)

## KINDERGARTEN ADDITIONAL FEES (All additional fees including registration fee are non-refundable and due upon registration)

Academic Materials	\$556.00 (Due upon registration)
Technology Fee	\$600.00 (Due upon registration)
Year Memories	\$95.00 (Due upon registration - per child)

## STUDENT SUPPORT PROGRAMS (Kindergarten - 8th Grade)

ESL (English as a Second Language)	\$609.00 (Monthly payments as needed from September to May)
Excelling Program (Language Arts)	\$495.00 (Monthly payments as needed from September to May)
Excelling Program (Math)	\$495.00 (Monthly payments as needed from September to May)

## MONTHLY EARLY & AFTER CARE

\$241.00 - 5 Days Early Care from 8:00 a.m.- 8:45 a.m. (10 monthly payments from August to May)

\$346.00 - 5 Days After Care from 3:35 p.m.- 6:00 p.m. (10 monthly payments from August to May)

- For students that are not enrolled in the monthly after care program, a late pick-up fee will apply after dismissal time.
- For students from Toddler 18-Months to Kinder, a late pick-up fee of \$38.00 and then \$1.00 per minute will apply for anyone arriving after 3:35 p.m.
- For students from 1st grade to Middle School, a late pick-up fee of \$38.00 and then \$1.00 per minute will apply to anyone arriving after 3:55 p.m.
- For students that are enrolled in the monthly after care program a late pick-up fee will apply at 6:01 p.m. of \$38.00 then \$1.00 per minute.

EDUCATING TODAY, PREPARING FOR THE FUTURE  
PRESCHOOL | ELEMENTARY | MIDDLE SCHOOL

Key Point Christian Academy | 609 Brickell Ave. Miami, FL 33131

T: (305) 755-9258 | E: admissions@keypointschools.com | W: www.keypointschools.com

REV. 01/26



# ELEMENTARY - MIDDLE SCHOOL FEES AND TUITION AGREEMENT

	Registration Fee	Plan A (x1)	Plan B (x2)	Plan C (x11)
<b>ELEMENTARY 1ST - 5TH GRADE</b> 8:15 a.m. - 3:45 p.m.	\$1,638.00	\$19,574.00	\$20,662.00 \$10,331.00	\$21,747.00 \$1,977.00
<b>MIDDLE SCHOOL 6TH - 8TH GRADE</b> 8:15 a.m. - 3:45 p.m.	\$1,654.00	\$19,782.00	\$20,880.00 \$10,440.00	\$21,979.00 \$1,998.00
<b>ORGANIC FOOD PLAN (Mandatory)</b>		\$2,310.00	\$1,155.00	\$210.00

- **10% SIBLING DISCOUNT ON THE SECOND AND THIRD CHILD**

### PAYMENT PLANS DUE DATES

Plan A - 10% discount already included (**1 full payment DUE UPON REGISTRATION**)

Plan B - 5% discount already included (**2 semester payments due 07/01/24 and 01/01/25**)

Plan C (**11 payments due 07/01/24 through 06/01/25**)

- In consideration of the acceptance of this contract/agreement and the enrollment of a student in Key Point Christian Academy for the entire 2024-2025 school year. I understand and agree that once this agreement has been signed and registration has been processed and paid, I am liable for the entire school year's tuition payments and fees if the Tuition and Food Protection Plan has been declined.
- Prorated Tuition and Food fees will not be granted.
- The Tuition and Food Protection Plan is voluntary and available at the time of the registration process by paying the annual fee.
- Fees and Tuition payment plans cannot be changed or modified after registration forms have been received and/or processed.
- The current contract/agreement begins on July 1, 2024, through June 1, 2025. For late enrollments, the contract/agreement will end until June 1, 2025.

### LATE FEES AND PAYMENT NOTES

- Unpaid balances after the 5th of each month: \$50.00 late fee. Additional \$100.00 late fee after the 15th of each month.
- Returned checks penalty: \$50.00. After two returned checks during the school year, payments shall be made with a certified check, money order, or credit card.
- Any overdue account balance after 90 days will be sent to RFGI, our third-party collections agency. Collection fees will be added to your account.
- Classes will be interrupted due to late/non-payment of tuition and fees as stated in the parent handbook.

### ELEMENTARY - MIDDLE SCHOOL (All additional fees including registration fee are non-refundable and due upon registration)

Academic Materials	\$556.00 (Due upon registration)
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# TUITION AND FOOD PROTECTION PLAN

The Tuition and Food Protection Plan is a unique form of coverage that provides families with the opportunity to protect their tuition investment in Key Point Christian Academy. This Contract Agreement ("Agreement") is made between Key Point Christian Academy ("School") and the individual responsible for payment of tuition, food plan, and additional fees ("Undersigned").

## Tuition and Food Protection Plan:

- Plan Activation: The Plan becomes effective upon acceptance and payment of the annual fee.
- Refund Policy: Under Plans A, B, and C, the School will refund unused paid Tuition and Food fees after deducting a penalty equivalent to one month's tuition and food costs from Plan C, given a 30-day written notice and proper documentation.
- Expiration: The Plan expires on the last day of the current contract/agreement after complete payment.

## TERMS AND CONDITIONS

- Contract Period: Begins on the student's enrollment date and ends on June 1, 2025, including late enrollments.
- To utilize the provisions outlined in this plan, the undersigned must furnish a written notice detailing the specific reason(s) for the student(s)' withdrawal. This notice must be accompanied by appropriate documentation that substantiates the stated reasons. Compliance with these requirements will qualify the undersigned for the stipulated condition of a 1-month penalty only.
- Penalties:
  - A two-month tuition penalty (Plan C rates) for not providing a 30-day written notice.
  - Withdrawals incur penalties based on the chosen Plan and compliance with notice requirements.
  - No Plan results in full payment responsibility for the remaining contract term.
  - No refunds for registration, materials, technology, and "Year Memories" fees.
  - Non-Prorated Fees: Tuition and Food fees are not prorated.
- Plan Specifics:
  - Non-transferable and must be purchased during registration.
  - No modifications post-registration.
  - Discounts are voided upon withdrawal, with penalties due.
  - Cannot be applied toward any other fees.
  - Absence or Expulsion: No refunds for any payments made.
  - School Closure: Distance learning will be implemented, with full tuition due.
  - Collections: Overdue balances after 90 days are sent to RFGI, and additional fees will incur.

## PERIOD OF COVERAGE

Effective upon purchase, expiring after the final payment of the current contract/agreement.

## CLAIMS PROCESS

Key Point Christian Academy will issue a reimbursement after written notice and clearance of dues within 45 days.

## COST

### Payment Plans

Plan A

Plan B

Plan C

### Tuition and Food Refund Plan

\$770.00 (Due upon registration)

\$610.00 (Due upon registration)

\$440.00 (Due upon registration)

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