



Dear Prospective Key Point Academy Family,

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

Key Point 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 environment. We nurture children's natural desire to learn.

Our 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 character development and cognitive growth. Key Point 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

Preschool Admissions Process | Pre-K 2 to Pre-K 4

- 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)

Lower School Admissions Process | Kinder to 12th 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 Blackbaud Registration Forms

- Application Form
- Emergency Form
- Pick-Up Authorization Form
- Photography and Video Permission Form
- Medical Form

Other Requirements (Please send all additional documents to 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 Academy

1501 Biscayne Blvd.

Miami, FL 33132

Admissions: (786) 546-1078 | E: admissions@keypointschools.com | W: www.keypointacademydowntown.com

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



PRESCHOOL FEES AND TUITION AGREEMENT

PRESCHOOL Full-Time Pre-K 2 to Pre-K4	Registration Fee	Plan A (x1)	Plan B (x2)	Plan C (x11)
	\$840.00	\$17,751.75	\$18,737.96 \$9,368.98	\$19,724.17 \$1,794.11
ORGANIC FOOD PLAN (Mandatory)		\$2,530.00	\$1,265.00	\$230.00

- **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 07/01/25 through 05/01/26**)

- In consideration of the acceptance of this contract/agreement and the enrollment of a student in Key Point Academy for the entire 2025-2026 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, 2025, through May 1, 2026. For late enrollments, the contract/agreement will end until June 1, 2026.

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.
- In the event that a family is unable to meet the deadlines for the payment of their tuition fees, they must contact the finance department (information above) so payment arrangements can be discussed.
- Class interruptions: The finance department will reach out to families who have not met payment deadlines. It is imperative to prioritize tuition payments to avoid class interruptions, which may affect the student's academic performance. After 60 days of non-tuition payments, class interruptions will take effect.

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

Preschool Materials	\$688.00 (Due upon registration)
Year Memories	\$110.00 (Due upon registration - per child)

MONTHLY EARLY & AFTER CARE

\$258.00 - 5 Days Early Care from 8:00 a.m.- 8:45 a.m. (10 monthly payments from August to May)

\$370.00 - 5 Days After Care from 3:35 p.m.- 6:00 p.m. (10 monthly payments from August to May)

LATE PICK-UP FEES

- 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 Pre-K2 to Pre-K 4, a late pick-up fee of \$40.00 and then \$1.00 per minute will apply for anyone arriving after 3:35 p.m.
- For students from lower school to upper 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 \$40.00 then \$1.00 per minute.

A 60% discount has been applied from the \$2,100 Registration Fee.

If you choose Plan A or Plan B, the discounts will be applied after registration is received and will be reflected on the invoice.

EDUCATING TODAY, PREPARING FOR THE FUTURE
PRESCHOOL | LOWER SCHOOL | MIDDLE SCHOOL | UPPER SCHOOL

Key Point Academy | 1501 Biscayne Blvd.. Miami, FL 33132

T: (305) 755-9258 | E: admissions@keypointschools.com | W: www.keypointacademydowntown.com REV. 01/26



LOWER - UPPER SCHOOL FEES AND TUITION AGREEMENT

LOWER SCHOOL	Registration Fee	Plan A (x1)	Plan B (x2)	Plan C (x11)
	\$840.00	\$21,991.14	\$23,212.87 \$11,606.44	\$24,434.61 \$2,221.33
MIDDLE SCHOOL & UPPER SCHOOL 6TH - 12TH GRADE	\$840.00	\$22,847.85	\$24,117.17 \$12,058.59	\$25,386.50 \$2,307.87
ORGANIC FOOD PLAN (Mandatory)		\$2,530.00	\$1,265.00	\$230.00

- 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 07/01/25 and 01/01/26**)

Plan C (**11 payments due 07/01/25 through 05/01/26**)

- In consideration of the acceptance of this contract/agreement and the enrollment of a student in Key Point Academy for the entire 2025-2026 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.
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- Class interruptions: The finance department will reach out to families who have not met payment deadlines. It is imperative to prioritize tuition payments to avoid class interruptions, which may affect the student's academic performance. After 60 days of non-tuition payments, class interruptions will take effect.

LOWER SCHOOL - UPPER SCHOOL (All additional fees including registration fee are non-refundable and due upon registration)

Academic Materials	\$583.00 (Due upon registration)
Technology Fee	\$630.00 (Due upon registration)
Year Memories	\$110.00 (Due upon registration - per child)

STUDENT SUPPORT PROGRAMS (Lower School - Upper School)

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

\$258.00 - 5 Days Early Care from 8:00 a.m. - 8:15 a.m. (10 monthly payments from August to May)

\$370.00 - 5 Days After Care from 3:55 p.m. - 6:00 p.m. (10 monthly payments from August to May)

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**KEY POINT
ACADEMY**

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, 2026, 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 Academy will issue a reimbursement after written notice and clearance of dues within 45 days.

COST

Payment Plans	Tuition and Food Refund Plan
Plan A	\$770.00 (Due upon registration)
Plan B	\$610.00 (Due upon registration)
Plan C	\$440.00 (Due upon registration)

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