



WHITEFISH CHRISTIAN ACADEMY CONTINUOUS ENROLLMENT

2022-2023 School Year Dates

March 19: Deadline to sign updated Continuous Enrollment contract and pay fee

March 28: Open Enrollment (Only students on Continuous Enrollment automatically enrolled)

April 29: Financial Aid Completion Date

Why Continuous Enrollment (CE)?

Effective the board meeting January 12, 2021, Whitefish Christian Academy has approved a continuous-enrollment program (CE) that streamlines annual registration, reduces paperwork, and provides a solid basis for budgetary planning.

How does CE benefit me?

Continuous enrollment benefits you in two ways: (1) it simplifies the enrollment process and (2) guarantees your child's place in future classes.

How much does CE cost?

The Continuous Enrollment Fee (CEF) replaces the annual registration fee.

How do I pay the CEF?

We will announce the CEF after December board meeting each year, and we will bill your FACTS account after the 2nd Friday of February.

Continuous Enrollment Fees for 2022-2023 School Year

-Current Families who enroll in continuous enrollment by the last Friday before Spring Break - \$250 per student billed in your first FACTS payment (may be spread out over 12 months with a showing of financial need)

-Open Enrollment - \$350 per student

What if I don't sign the Continuous Enrollment Contract by the last Friday before Spring Break? Your student(s) will not be enrolled for the upcoming school year. If, after the open enrollment date, you decide to sign the Continuous Enrollment Contract and pay the Continuous Enrollment fee, your student(s) will be added to the Open Enrollment Pool. If space is available and all admissions requirements are met, your student(s) will be enrolled for the coming school year.

Is the Continuous Enrollment Fee (CEF) refundable?

No, except under the following conditions: (1) You notify school of withdrawal prior to 2nd Friday of March, (2) if your enrollment is contingent upon financial aid or (3) if you relocate 25 or more miles from your



current address. The financial-aid exception applies only if you complete the WCA In-House Application with supporting documents.

What if I am behind on my account?

Non-current accounts are not qualified for re-enrollment until the account is paid in full and the CEF has been paid.

What is next year's tuition?

Beginning with the 21-22 school year, tuition for the next school year will be set at December board meeting and published prior to end of Christmas break.

If I apply for financial aid, how much will my payment be if I am automatically enrolled for the next school year?

You will pay tuition through your FACTS account in the amount of the previous school year's tuition until your financial aid is determined.

When do I apply for financial aid?

If your student(s) is/are currently enrolled, you should log in to your FACTS account and complete the financial-aid application by April 29th. New applicants apply after enrollment acceptance.

If my child is in Preschool or Pre-K, do I pay a Continuous Enrollment Fee (CEF)?

Yes, if you plan to enroll your pre-school or pre-K student for the next school year, then you pay the CEF. - (\$250)

How do I enroll a new sibling?

Complete the enrollment application and contract. To ensure sibling priority, **complete the application by the last Friday before Spring Break. Siblings who meet our admissions criteria will receive preferential enrollment if there are openings in the grade-level for which the student is applying.**

Whom do I contact with questions about Continuous Enrollment?

Contact Caroline Smith at csmith@whitefishchristianacademy.org or 406.862.5875.

What if I do not enroll my student for next year?

Inform the administrative office that you intend to withdraw, and you will receive an email with a link to the "Intent to Withdraw Form." **Before withdrawal is finalized, and before WCA honors any requests for student records including report cards, your account with WCA must be paid in full including all tuition and fees.**



What if I withdraw my student after the school year begins?

When you enroll your student(s) at WCA, it is a legally binding contract. WCA plans its budget upon your good-faith intention to enroll your student(s). If you withdraw your student(s) after August 1, but before the end of the second school week, you will pay an additional one-month tuition penalty. If you withdraw your student(s) from WCA after the second week of the first semester, you will be billed for the entire semester. If you withdraw your student after the second week of the second semester, you will be billed for the entire school year. Under either of those circumstances, you will be billed for all outstanding balances and no student records will be released until your account is paid in full. Failure to pay may also result in collections, and impact your credit report. Exceptions to this policy may be made at the discretion of the administration under unusual circumstances, such as a serious medical conditional or unexpected job transfer.