



Harbor Springs Public Schools

Excellence in Character
Excellence in Education

Harbor Springs Public Schools Tuition Enrollment Agreement for Kindergarten-12th Grade School Year _____

Welcome to Harbor Springs Public Schools! In accordance with our mission statement, Harbor Springs Public Schools creates a multi-faceted educational experience, in a family atmosphere, empowering each student to become resilient, productive, and well-educated members of society. We look forward to partnering with you on your child's education.

Because your child is not a resident of Harbor Springs Public Schools, your child's enrollment and continued participation in the District's educational program and activities are subject to the following terms and conditions:

- **Residence:** The student is a resident of a local school district within the Charlevoix-Emmet Intermediate School District.
- **Disciplinary History:** The student has never been expelled from any school district, public school academy or nonpublic school, and has not been suspended from any school district, public school academy or nonpublic school within the previous two academic years.
- **Academic History:** The student has received passing grades in all classes during:
 - the previous academic year for a student enrolling in elementary or middle school
 - the previous two academic years for a student enrolling in high school. The student must be on track to graduate with a minimum of a 2.0 grade point average (GPA).
- **Attendance:** The student's attendance over the last two school years has averaged 90% (unless the student's average attendance is below 90% due to a disability).
- **Athletics:** The parent(s)/guardian(s) and student acknowledge and agree that the student may not be immediately eligible to participate in athletics, subject to the rules of the Michigan High School Athletic Association ("MHSAA"), and that all such decisions concerning eligibility are within the discretion of MHSAA.
- **Transportation:** The parent(s)/guardian(s) are responsible for their student's transportation to and from school, and will consistently drop off and pick up their student on time. Space permitting and subject to prior approval by the District, Harbor Springs may provide transportation if the parent(s)/guardian(s) drops the student off at an existing bus stop serving Harbor Springs students.
- **Code of Conduct:** The student is expected to adhere to the Student Code of Conduct, and may be removed from Harbor Springs Public Schools if they violate the Code of Conduct.
- **Tuition:** Tuition for the school year, in the amount of \$5,000 must be paid to the District. Tuition may be paid in full by August 1st. Alternatively, tuition may be paid in two installments, with the payment for 1st semester in the amount of \$2,500 due on August 1st and the payment for 2nd semester in the amount of \$2,500 due on November 1st.

- **Refund Policy:** Prior to August 1st, the tuition payment made for 1st semester is refundable for any reason; likewise, the tuition payment for 2nd semester is fully refundable prior to November 1st for any reason. However, once those deadlines have passed, tuition payments are non-refundable regardless of the reason for the student's withdrawal. Notice of withdrawal must be in writing, directed to the Superintendent and received by the applicable deadline.

I have read and understand this Agreement, affirm that my child meets the District's enrollment standards, and agree to comply with the terms of this Agreement. I also acknowledge that this Agreement is only effective for one school year; the District may, in its discretion, revisit and revise the terms of the tuition enrollment agreement for subsequent years; and a new agreement must be signed each year by August 1.

Note: Final determination of acceptance of Tuition-Based Enrollment applications are pending the review of a student's residency, disciplinary history, academic history, and attendance records. By signing this form, the parent/guardian agrees to the release of all of the above information from the student's previous school.

Student Name _____

Student Address _____

Resident School District _____

Projected Start Date _____ Grade for Enrollment _____

Parent/Guardian Signature _____

Parent/Guardian Phone _____

Parent/Guardian Email _____

Date Records Requested _____

By Harbor Springs Public Schools:

Superintendent

Date

RESIDENT SCHOOL DISTRICT INFORMATION *(to be completed by resident school administrator)*

This application/enrollment form must be completed by the resident school district superintendent/designee and returned by the resident district to the enrolling district - Harbor Springs Public Schools.

Superintendent/Designee Signature _____

Date

Please return to: Harbor Springs Public Schools, 800 State Rd., Harbor Springs, MI 49740
Or email: dknight@harborps.org