

LANSING CHRISTIAN 2009-10 REGISTRATION PACKET

Dear LCS Families,

Great things are happening at LCS! We look forward to having you join us for the 2009-10 school year.

Tuition Cost

We desire that every family who wishes to send their children to Lansing Christian is able to do so. This is possible only when we support each other.

This year we are again offering multi-child grants to families who need them. If you are able to pay the **full tuition cost**, we ask you to do so. (Some families choose to “accept” a multi-child grant AND make a tax-deductible contribution in the same amount.)

This year we are asking you to prayerfully consider a tax-deductible contribution to off-set some of the costs for the 2009-10 school year. This is an alternative to higher tuition rates.

- Computer and technology enhancements – Donations to this category will allow us to update computers and purchase new technology. This line item is not in the 2009-10 budget.
- Secondary retreats – This donation would off-set some of the costs of this fall tradition.
- Tuition grants – This is a gift of tuition to benefit LCS families who need tuition reduction.
- The Pilgrim Challenge – This reduces our debt and decreases our monthly finance charges.

Volunteer hours

The volunteer hour requirements this year are a minimum of 20 hours per family. This year we are providing the opportunity for families to opt out of the hours requirement for a **\$400 contribution**. We cannot operate without volunteers, but understand that there are circumstances that make donating time difficult.

Registration

This year we expect that some of the grades will be full and enrollment will be "capped." To be sure that your child is able to enroll at Lansing Christian, it is in your best interest to **enroll early**. All registration fees and prepayments (deposits) are nonrefundable. The tuition prepayment will be applied to the 09/10 tuition bill. New Families have been applying and are able to begin enrolling March 15. Your spot cannot be guaranteed after that date.

Registration Checklist

1. Complete the Registration Contract and return it to the Main Office with the registration fee.
2. Check “How to reduce your Tuition” information listed on the Lansing Christian School website (www.lansingchristianschool.org/admissions/registration/) This includes information and links regarding: Annual Tuition Assistance Scholarships, TRIP program, Family Referrals Awards of \$350, Ministry Discounts of 15%, and MSU and Lugnuts Concession opportunities.
3. Receive invoice from FACTS Management Company in June (www.factspayment.com) and select payment plan.

Office Use Only

____ entered in FRP ____ Skyward
____ entered in excel ____ FACTS/excel

Date paid _____

Amount _____

Check # _____

Initials _____

LANSING CHRISTIAN 2009-10 REGISTRATION CONTRACT

Please complete the entire form and return to the Main Office with the registration fee made payable to LCS

Registration Fees (Non-refundable)		
Early Registration	Feb 20 to March 8th	\$50 Registration fee + \$100 tuition prepayment = \$150
"On-time" Registration	March 9 to March 31st	\$150 Registration fee + \$100 tuition prepayment = \$250
Late Registration	After March 31st	\$250 Registration fee + \$100 tuition prepayment = \$350
New Families	Starts March 15th	\$150 Registration fee + \$100 tuition prepayment = \$250

Parent/Guardian Contact Information

Father/Guardian

Last Name _____

First Name _____

Street Address _____

City _____

State _____ Zip _____

Email _____

Home Phone _____

Cell Phone _____

Please check preferred contact phone number & email address (can check more than one)

Alumni? YES NO Year graduated _____

Date of Birth _____ Marital status _____

Business Phone _____

Employer/Position _____

Church Affiliation/Pastor _____

Mother/Guardian

Last Name _____

First Name _____

Street Address _____

City _____

State _____ Zip _____

Email _____

Home Phone _____

Cell Phone _____

Alumni? YES NO Year graduated _____

Date of Birth _____ Marital status _____

Business Phone _____

Employer/Position _____

Church Affiliation/Pastor _____

Student Information

Current LCS families enrolling new students for the 09-10 school year may find applications for those new students in the Main Office and write "NEW" beside the name of each new student below.

Names of Children Enrolling for the 2009-10 School Year

2009-10 Grade

2009-10 Grandparent Contact Information

Grandparents are kept abreast of LCS events designed for them or at which they are welcome. We also keep our grandparents informed about Development opportunities throughout the year. Please provide this information even if you have given it to us before. If this is not enough space, you may include another page with their information.

Parent/Guardian Name(s) _____

Student Name(s) _____

Grandparent Name(s) _____

Maternal Grandparent(s) Paternal Grandparent(s)

Email _____

Street Address _____ Phone _____

City _____ State _____ Zip _____

May we contact this grandparent regarding volunteer opportunities? YES NO

Grandparent Name(s) _____

Maternal Grandparent(s) Paternal Grandparent(s)

Email _____

Street Address _____ Phone _____

City _____ State _____ Zip _____

May we contact this grandparent regarding volunteer opportunities? YES NO

Grandparent Name(s) _____

Maternal Grandparent(s) Paternal Grandparent(s)

Email _____

Street Address _____ Phone _____

City _____ State _____ Zip _____

May we contact this grandparent regarding volunteer opportunities? YES NO

Grandparent Name(s) _____

Maternal Grandparent(s) Paternal Grandparent(s)

Email _____

Street Address _____ Phone _____

City _____ State _____ Zip _____

May we contact this grandparent regarding volunteer opportunities? YES NO

Volunteer Commitment

The areas listed below are only a few examples of the many available volunteer opportunities so your area of preference may not be listed here. Feel free to submit an additional page for a detailed explanation.

Dates/ Times Available:

Father/Guardian Days Weekends Nights Other _____

Mother/Guardian Days Weekends Nights Other _____

Opportunities

Indicate the area(s) of interest below with "M" for father/male guardian and "F" for mother/female guardian.

Athletic	Classroom Help	Administrative Help
<input type="checkbox"/> Booster <input type="checkbox"/> Coaching Sport _____ Grade _____ <input type="checkbox"/> Concessions/Ticket Sales <input type="checkbox"/> Scorekeeping/Timekeeping <input type="checkbox"/> Team parent <input type="checkbox"/> Other	<input type="checkbox"/> Misc. Classroom Help* Grade _____ Teacher _____ <input type="checkbox"/> Tutoring Grade _____ Teacher _____ <input type="checkbox"/> Other	<input type="checkbox"/> Database Management <input type="checkbox"/> Data Entry <input type="checkbox"/> Filing/Office Help* <input type="checkbox"/> Graphic Design <input type="checkbox"/> Mailings <input type="checkbox"/> Grant Writing <input type="checkbox"/> Web designer <input type="checkbox"/> Writing/editor <input type="checkbox"/> Photographer <input type="checkbox"/> Other
Extra Curricular	Fine Arts	Grounds
<input type="checkbox"/> Hot lunch * <input type="checkbox"/> Other <input type="checkbox"/> Lunch Supervisor* <input type="checkbox"/> Market Day* <input type="checkbox"/> Recess* <input type="checkbox"/> Other	<input type="checkbox"/> HS Musical/Play <input type="checkbox"/> Kids Chorus (Elementary) <input type="checkbox"/> Piano Accompanist <input type="checkbox"/> Other	<input type="checkbox"/> Flower Beds <input type="checkbox"/> Landscaping <input type="checkbox"/> Lawn Work* <input type="checkbox"/> Asphalt/Concrete work <input type="checkbox"/> Athletic Field Upkeep* <input type="checkbox"/> Other
Maintenance	Medical	Special Events/Committees
<i>Please indicate if you have experience or licensure.</i> <input type="checkbox"/> Carpentry/Roofing <input type="checkbox"/> Carpet cleaning <input type="checkbox"/> Electrical <input type="checkbox"/> Floor maintenance <input type="checkbox"/> General cleaning <input type="checkbox"/> Mechanical work (buses) <input type="checkbox"/> Painting <input type="checkbox"/> Plumbing <input type="checkbox"/> Summer help <input type="checkbox"/> Driver/errand runner <input type="checkbox"/> Heating and Air <input type="checkbox"/> Other	<i>Please indicate if you have certification or licensure.</i> <input type="checkbox"/> Lifeguard <input type="checkbox"/> Nurse <input type="checkbox"/> Paramedic <input type="checkbox"/> Physician <input type="checkbox"/> Other <div style="background-color: #cccccc; text-align: center; padding: 2px;">Hidden Treasures (Thrift Store)</div> <input type="checkbox"/> Sorting <input type="checkbox"/> Cashier <input type="checkbox"/> Sales floor <input type="checkbox"/> Home décor <input type="checkbox"/> Appliance checker <input type="checkbox"/> Other	<input type="checkbox"/> Alumni events <input type="checkbox"/> Auction/Charity events <input type="checkbox"/> Baking for special events <input type="checkbox"/> Chapel speaker <input type="checkbox"/> Fall festival <input type="checkbox"/> Golf outing <input type="checkbox"/> Grandparent's Day <input type="checkbox"/> Moms' in Touch* <input type="checkbox"/> Other events as needed <input type="checkbox"/> Pastors' breakfast <input type="checkbox"/> Church liaison <input type="checkbox"/> TRIP <input type="checkbox"/> Other

**If you wish to volunteer for one of these areas it would be helpful if you could commit to volunteering weekly or bi-weekly.*

VOLUNTEER COMMITMENT PER FAMILY

We (I) understand that volunteering is vital to LCS and commit to volunteering, during the 2009-10 school year, the required minimum of 20 hours per family as set by the LCS Board of Education. We also understand that LCS will perform background checks of volunteers in the school.

Print Guardian(s) Name(s)

Sign Name(s)

Date

2009-10 Tuition Commitment

Person(s) responsible for tuition is/are same as guardian? YES NO

If "YES" skip this section. If "NO", complete below.

Last Name _____ First Name _____

Street Address _____ Home Phone _____

City _____ State _____ Zip _____

Cell Phone _____ Email _____

Business Phone _____ Relationship _____

Payment

Total financial commitment will be invoiced by **FACTS** in June of 2009. When the invoice is received, payment arrangements need to be made with **FACTS** at www.factspayment.com by July 1 to avoid late fees. Instructions on how to set up the payment options are included on the **FACTS** invoice and **FACTS** website.

Payment Options that will be available for 2009-2010

- Annual Payment. 2% Discount if received by July 1. *Payment methods include Automatic Bank Payment (ACH), Credit Card, or Personal Check.*
- Semi-Annual Payment. *Payment methods include Automatic Bank Payment (ACH), Credit Card, or Personal Check.*
- Monthly Payment. *Payment methods include Automatic Bank Payment (ACH) or Credit Card only.*
10 Month (starting September 5) 11 Month (starting August 5th or 20th) 12 Month (starting July 5th or 20th)

Note: Credit card payments will include a 2.5% convenience fee.

Annual Tuition Assistance Scholarship

Annual Tuition Assistance Scholarships are available for families who are committed to Christian education and are in need of financial assistance to attend or continue at Lansing Christian. Scholarships will cover up to 50% of a family's total tuition bill. The FACTS Management Grant and Aid Application is available online at www.factstuitionaid.com or paper copies are available in the LCS Main Office. Annual Tuition Assistance Scholarships are not awarded until May. See the LCS website for additional ways to reduce your tuition costs. In the case of severe financial hardship or emergency contact the Main Office promptly.

TUITION CONTRACT

We (I) understand our (my) financial obligation for the 2009-10 school year is \$ _____ ("Financial Commitment" on bottom of page 4). We (I) agree to pay this amount subject to reaching agreement on financial aid and applicable grants and discounts. We (I) understand that our (my) tuition account must be current and payment arrangements must be made with FACTS Management Company by our (my) child's (children's) first day of school in order for our (my) child(ren) to attend Lansing Christian School. Our (my) account must remain current for our (my) child(ren) to remain enrolled. We (I) agree to volunteer the required minimum of 20 hours or to contribute \$400 in lieu of those volunteer hours. We (I) understand that our child's (children's) image may be used by LCS in informational or promotional materials. We (I) also understand the Board of Education reserves the right to change the tuition schedule at any time for the purpose of maintaining a balanced budget. This agreement is subject the binding arbitration agreement that is set forth on page 7 of this contract. We (I) read and understood this arbitration agreement and agree to be bound by its terms.

Signature of Person(s) Responsible for Tuition

Date

2009-10 Binding Arbitration Agreement

The parties to this agreement believe that the Bible commands them to make every effort to live at peace and to resolve disputes with each other, or within the Christian community, in conformity with the biblical instructions of 1 Corinthians 6:1-8, Matthew 5:23-24, and Matthew 18:15-20. Therefore, to the extent any claim or dispute arising out of, or related to, this contract, cannot be resolved by and between the parties themselves, such dispute shall be submitted to and settled by binding arbitration.

Arbitration procedures may be commenced by any party. Arbitration procedures shall be commenced by sending the opposing party, via First Class U.S. Mail, a written demand for arbitration ("Arbitration Demand"). The parties shall endeavor to mutually agree to the appointment of a single, independent Christian arbitrator. If a single Christian arbitrator cannot be agreed upon within 21 days of the mailing of the Arbitration Demand, each party shall have 7 days to appoint a Christian arbitrator that is licensed to practice law in the state of Michigan. A party's appointment of a Christian arbitrator shall be made by sending written notice of appointment to the opposing party via First Class U.S. Mail. In the event a party fails to appoint an arbitrator within this 7 day period, the matter shall proceed to arbitration before the party of 3 arbitrators.

The arbitration shall be conducted in Ingham County, Michigan upon a date and location determined by the arbitrator(s). The arbitrator(s) shall apply Michigan law and resolve any and all controversies in accordance with Michigan Law. The arbitrator(s) shall issue a written award ("Award") that shall be final, binding, and non-appealable. The Award may be entered and enforced in any court of competent jurisdiction.

Each party shall pay fees and expenses of their own counsel and any arbitrator they appoint. Additional fees and expenses, including arbitrator and forum fees, shall be equally borne by the parties. This notwithstanding, the arbitrator(s) shall have the direction to award the prevailing party (as determined by the arbitrator(s)) all costs and expenses, including but not limited to attorney fees, incurred in enforcing its rights under the arbitration process, and such costs and expenses may be included in the Award.

All state law claims shall be governed by Michigan law and proceeding conducted hereunder shall be deemed an arbitration proceeding subject to Michigan Arbitration Act, MCL 600.5001 et seq., and MCR 3.602.

Arbitration shall be the sole remedy for any controversy or claim arising out of, or related to, this Tuition Contract and the parties expressly waive their rights to file lawsuits against one another in any civil court for such dispute, except to enforce an Award.

I (we) understand that this agreement contains a binding arbitration provision which requires that I (we) give up rights to trial by jury. Similarly, Lansing Christian School also gives up its rights to trial by jury.