



SCHOOL AGREEMENT

Dear Parents,

PRE- REGISTRATION

BAICA reserves the right of admission and re-enrollment for each BAICA student.

Factors that will be considered in the pre-registration process included in, but not limited to, the following:

1. Past G.P.A.
2. Past behavior, attitude (of the family and student) and attendance record (of student).
3. Account must be current with BAICA

REGISTRATION & ADMISSION

The following guidelines have been established to register and admit a student to BAICA:

1. Placement tests.
2. Debt-free certificate submitted by the previous school.
3. The registration and first month's fees must be paid during the registration process.
4. The school charges a one-time Capital Fee.
5. Final admission and placement will be based on the results of the evaluation(s) and on documents presented.
6. Once the school grants a placement for the student and the registration fees are paid, these fees are non-refundable, regardless of the reason parents have to choose not to enroll their child.

FEES

Fees for BAICA tuition and registration shall be paid in monthly installments which are due on or before the 10th of each month. Invoices for tuition and/or registration will be sent out around the end of the month. If an invoice is sent out later than the 1st of the month, the family has ten days from the date of the invoice to submit payment. Overdue tuition payments (or later than ten days from the date of the invoice) will include a 10% surcharge.

There are ten monthly tuition instalments for the months of August-December and February-June. Registration fees are due every semester and represent half of a regular monthly tuition fee. Registration is due in June for the August-December semester and in January for the February-June semester.

The fees will be paid at the school campus with a check, by bank deposit, or transfer. When paying through a bank, please inform BAICA of the date, the amount and the means of payment for identification purposes.

Regarding other fees (lunch, camp, field trips, etc.), these fees must be paid in advance or there must be an arrangement made between the family and the Administration.

The discounts in fees due to siblings, scholarships or discounts of any nature, (that are reviewed annually), will be calculated on the monthly fee, and will be applicable only to payments that are not overdue.

The fees will not be subject to discounts for absences due to trips, illnesses or other causes. Our school functions without any outside funding; therefore, the funds from the fees are applied to cover expenses.

The school reserves its right to change fees that are not yet due according to the rise of the cost structure within the limits that the national, provincial or municipal authorities have determined or may determine.

The contract will be in effect once the student is registered according to the school internal regulations. Before this, the student will not be listed as enrolled for the next year.

This agreement will be good for one school year and as long as the family and student/s adheres to our parent/student handbook (Acuerdo Institucional de Convivencia – AIC).

Failure to pay can result in, but not limited to the following measures:

1. Potential legal action
2. Registration for the next school year will not be granted

EDUCATIONAL SYSTEM

BAICA awards a diploma that is valid in US. In addition, BAICA awards the Argentine Polimodal diploma with orientation in Humanities and Social Studies, bilingual project, (issued by the Jefatura de Region 6 – DIPREGEP), up to 3º Polimodal (equivalent to 12th grade). For more information please contact BAICA Administration.

DISCIPLINARY GUIDELINES

BAICA uses a demerit system for disciplinary purposes for Middle School and High School. Demerits will be administered to students who break rules or regulations published in the parent/student handbook. The following guidelines will be applied:

1. One or more demerits will be administered per infraction. Demerits will accumulate annually.
2. Parents will be notified when the student reaches 5, 10, 15, 20...demerits.
3. If a student gets a total of 25 demerits, he/she can be expelled for the rest of the year.
4. Infractions that may result in demerits may also warrant detentions, which include, but are not limited to the following:
 - a) Dress code/ hair standard violations
 - b) Excessive tardiness
 - c) Disrespect to authority
 - d) Vandalism of any type of any BAICA property
(Payment for repair or replacement must be made within 24 hours of written notice to the parents)
 - e) Grave moral failure (foul language, inappropriate comments)
 - f) Use of tobacco or alcohol
 - g) Leaving BAICA property without authorization during school hours
 - h) Forgery or plagiarism
 - i) Lying, theft, or cheating
 - j) Any type of physical or verbal violence, or inappropriate behavior towards a peer, a teacher or a staff member.

BAICA expects all of its students to adhere to the rules and regulations set forth by the parent/student handbook (Acuerdo Institucional de Convivencia – AIC). However, the school cannot be held responsible for the consequences resulting from the actions of BAICA students either to themselves, to other BAICA students, or to the community at large.

Kind regards,

Legal Representative

..... 

I have read and understood the AIC and the School Agreement.

I agree to comply and abide by what is established in this document and in the parent/student handbook (Acuerdo Institucional de Convivencia – AIC).

As Father/ Mother/ Legal Guardian of

-who currently attendsgrade,
-who currently attendsgrade,
-who currently attendsgrade,
-who currently attendsgrade,

I am notified and agree with the information provided to me in the general conditions for the 2009 school year.

SIGNATURE:..... PRINT NAME:..... DATE:.....