



American School®
2200 East 170th Street, Lansing, Illinois 60438
(708) 418-2800 • www.americanschool.org

**New
Enrollment**

MIDDLE SCHOOL APPLICATION

PLEASE PRINT

Student _____

LAST NAME FIRST NAME INITIAL

Check One: Male Female

Student's Address _____ Apt. # _____

City _____ State _____ Zip _____

Phone Number _____ Birthdate _____

(AREA CODE) NUMBER MONTH / DATE / YEAR

SSN (Last 4 digits) _____

Student's Email _____

NEW STUDENTS: This email must be unique. We cannot use the same email on more than one student account.

Illinois Residents: In what local School District do you reside? _____

ONE - YEAR AGREEMENT (5 UNITS OF CREDIT)

Grade level (Circle One): 6 7 8

STANDARD AGREEMENT

ONE YEAR
(5 Units)

FOR OFFICE USE ONLY

Total Cash Price

\$900.00

Standard Down Payment

150.00

Balance Due After Down Payment

750.00

Standard Monthly Payment

150.00

***REBATE** If you send in payment in full with your application, you will be entitled to a rebate. To receive the rebate in advance, use the following payment schedule: 1 year = \$850. **YOU MUST MAKE PAYMENT IN FULL AT THE TIME OF ENROLLMENT TO BE ELIGIBLE FOR REBATE.**

I wish to accept the standard agreement as shown above. I understand that the monthly payment selected above must be paid every 30 days until the balance is fully paid. No interest/finance charges are included; therefore, the annual percentage rate is 0%. **AMERICAN SCHOOL® CANNOT BE HELD RESPONSIBLE FOR CURRENCY SENT BY MAIL. NOTE: PAYMENT MUST BE MADE IN U.S. FUNDS ONLY.** If you wish to pay by credit card and are applying by mail, please complete credit card authorization form.

As guarantor, I have read, understood, and accepted all terms of the enrollment agreement, including policies and procedures, and other information describing my program selection. I understand that I will be responsible for payment of tuition and that services may be denied if payment is over 60 days past due.

SIGNATURE OF GUARANTOR _____

PRINTED NAME _____

ADDRESS _____

CITY, STATE, ZIP _____

GUARANTOR E-MAIL _____

This email must be unique. We cannot use the same email on more than one student account.

TELEPHONE _____

INDIVIDUAL COURSES

Complete the section below listing course title and section (first semester, second semester, full unit) and price if you wish to enroll your child in individual courses. For a list of current courses, please visit www.americanschool.org/middleschool.

PRICES FOR INDIVIDUAL COURSES

Regular Courses:

Full Credit (2 semesters) \$300
Half Credit (1 semester) \$250

Honor Courses:

Full Credit (2 semesters) \$400
Half Credit (1 semester) \$350

COURSE TITLE	Section (Circle One)	SEE COURSE PRICES
	1 2 Full	
	1 2 Full	
	1 2 Full	
	1 2 Full	

Payment for individual courses is due in full at the time of enrollment.

TOTAL DUE \$

This section is required if student will transfer credits earned at American School to another school.

School Official _____

Title _____

Phone Number _____

Email _____

School Name _____

School Address _____

City _____ State _____ Zip _____

School Official's Signature _____

**Please see reverse side for
American School refund policy
and course delivery method options.**

THIS AGREEMENT BECOMES A LEGALLY BINDING INSTRUMENT WHEN SIGNED BY THE STUDENT/GUARANTOR AND ACCEPTED BY AMERICAN SCHOOL AT 2200 EAST 170TH STREET, LANSING, ILLINOIS 60438.

POLICIES AND PROCEDURES

COURSE DELIVERY METHOD (PRINT OR ONLINE)

American School is pleased to offer students flexibility in course delivery methods. Students may choose to do all print courses, all online courses or a combination of the two. In addition, online exams are available for many print courses.

Print courses contain a textbook, study guide and examinations which American School will mail to you. Online courses are self-contained and do not include any additional printed materials.

Visit www.americanschool.org/online-learning for technical requirements for online courses.

Please send my first course (check one)

Print

Online

An American School advisor will contact you via phone or email to confirm your choices.

AMERICAN SCHOOL REFUND POLICY

We believe you will be pleased with your American School studies; however, should you decide within the **first ten days** we will calculate refunds based on the policies below:

From ten days after your application is accepted and until the time the school receives the first completed assignment from you, upon cancellation, the school is entitled to retain a \$100.00 processing fee.

For any paper-based course, all study materials must be returned in a new, unused condition before any refund is issued. No refund will be issued if any exams have been submitted for grading.

For any online course, full tuition will be charged if any modules have been completed.

STUDENT'S RIGHTS AND RESPONSIBILITIES ONE YEAR/GRADE LEVEL PROGRAM

American School agrees to provide you with a middle school education by the use of print or digital media similar to materials used by other middle schools. The tuition covers registration, instruction, all study materials, and access to teachers, instructors, and student support services.

If you have selected a monthly installment tuition plan, all payments must be made when due regardless of your study progress. **If your account becomes delinquent, access to services will be denied.**

Study materials will be sent in a timely manner so that courses should be available in advance of rate of progress. Should you need lessons at a faster pace, you may notify American School in writing, giving the reasons why you require more rapid service. All such requests will be reviewed by the Student Service Department. You may need to make additional financial arrangements if you are requesting coursework at an accelerated pace.

Your enrollment period continues to elapse during periods of suspensions and delinquencies.

American School agrees to allow you one year, if necessary, to complete 5 units of credit. **This contract will cease to be in effect one year from the original date of acceptance, and no requests for refunds will be considered thereafter.**

If you complete 5 units prior to your contract end date, you may enroll for the next year (5 units of credit) immediately by completing an Extended Contract Form, which includes making a down payment of at least \$150.00. The previous year's balance must be paid in full before any extensions are granted.

Upon successful completion of all academic and financial requirements, a transcript from American School, a school which is accredited by the Middle States Association of Colleges and Schools Commissions on Elementary and Secondary Schools (MSA-CESS), National Council for Private School Accreditation (NCPSA) and Accreditation International (Ai), and is recognized as a non-public secondary school by the Illinois State Board of Education, will be issued to you.

COMPULSORY SCHOOL ATTENDANCE:

Parents/Guardians, by submitting and signing this application:

- You agree that you have reviewed and understand your local state requirements pertaining to compulsory school attendance and **accept the full responsibility for your child's enrollment with American School and for complying with the legal requirements of your state for homeschooling.**
- You are aware that each school district has its own standards for accepting credits earned through distance education. While American School is accredited by the Middle States Association of Colleges and Schools Commissions on Elementary and Secondary Schools (MSA-CESS), it cannot guarantee the transferability of earned credits.
- You understand that should the student return to the school district, American School will, upon request, issue a transcript of credit for work completed provided that the appropriate tuition has been paid according to the terms of the enrollment application.

How You Start: We will send you your login and password information for accessing your account within two business days of processing this application and your down payment.