

VERITAS ACADEMY



ENROLLMENT  
RESOURCES

2018 - 2019



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# TWO-STEP ENROLLMENT & FINANCIAL POLICIES

## VERITAS TWO-STEP ENROLLMENT

**1** Step One: Declaring Intent to Enroll or Withdraw via the Online Enrollment Process  
 Online Enrollment opens in ParentsWeb in early spring and must be completed by the deadlines published by the Advancement Office.

This step consists of these annual and contractual requirements:

- ◆ Parent update of student demographic and medical information, along with family demographic information
- ◆ Parent acknowledgement of the *Statement of Parent Responsibility and Conciliation Agreement*
- ◆ Declaration of a *FACTS Tuition Payment Plan* for the next school year
- ◆ Payment of all *Non-refundable, Annual Enrollment Fees*
- ◆ If needed, submission of Tuition Assistance (TA) application (current Veritas families only; see conditions below)

**2** Step Two: Building Customized Family Tuition via the Course Request Process  
 Once all Online Enrollment packets are submitted for each student, the family is invited to participate in the Course Request Process. It is through this process that the customized *Family Tuition Statement* is created; therefore, every student must complete the Course Request process in the time and manner specified by the Advancement Office. Details and instructions on this process will be sent to all custodial parents via the *School Memo* or special email notification.

NOTE: As Veritas invites new families to enroll based on the number of openings per grade, **any delays to the completion of the steps above may result in forfeiture of the student's seat for the next school year.** Enrollment will be considered incomplete for current families that have an outstanding balance from any previous school year and until payment of the outstanding balance is made in full unless separate arrangements are contracted with the Veritas Controller.

## ENROLLMENT & FINANCIAL TIMELINE – CURRENT FAMILIES

<b>MARCH 9</b>	Complete STEP ONE: Online Enrollment and payment of all <i>Non-refundable, Annual Enrollment Fees</i> Tuition Assistance applications due
<b>MARCH 19</b>	Complete STEP TWO: Online Course Requests to build the customized <i>Family Tuition Statement</i>
<b>BY MARCH 30</b>	Family receives Net Annual Tuition on <i>Family Tuition Statement</i>
<b>IN APRIL</b>	Full payment or first installment of Net Annual Tuition is due to FACTS
<b>MID-MAY</b>	Add/Drop Season Opens (see <i>Add/Drop Policies &amp; Deadlines</i> below); watch the <i>School Memo</i> for opening date

## ENROLLMENT & FINANCIAL TIMELINE – NEW FAMILIES

<b>AFTER ACCEPTANCE</b>	Complete STEP ONE: Online Enrollment and payment of all <i>Non-refundable, Annual Enrollment Fees</i> Complete STEP TWO: Online Course Requests to build the customized <i>Family Tuition Statement</i>
<b>AFTER TWO-STEP ENROLLMENT</b>	Family receives Net Annual Tuition on <i>Family Tuition Statement</i>
<b>AFTER RECEIVING FAMILY TUITION STATEMENT</b>	Full payment or first installment of Net Annual Tuition is due to FACTS about 10 days after receiving your <i>Family Tuition Statement</i> . For those who elect to pay tuition monthly, the number of installments will be based on how many months there are from the first payment through February.
<b>MID-MAY</b>	Add/Drop Season Opens (see <i>Add/Drop Policies &amp; Deadlines</i> below); watch the <i>School Memo</i> for opening date

NOTE: New families will be accepted to Veritas Academy in multiple rounds throughout the spring (and summer). As such, the Advancement Office will communicate detailed instructions to all new families regarding the timeline and due dates for enrollment and tuition. Families can anticipate a one to two week window between completing the two-step enrollment process and making their first tuition payment via FACTS.

## ANNUAL ENROLLMENT FEES

All annual enrollment fees are nonrefundable and are collected through STEP ONE of enrollment, via an ACH payment. For additional details regarding fees, please see *Tuition & Fees* on page 10.

FAMILY ANNUAL ENROLLMENT FEE	STUDENT & FAMILY MINISTRY FEE	FACILITY FEE	NEW FAMILY FEE	LATE REENROLLMENT FEE
\$350 per <u>family</u>	\$350 per <u>family</u>	\$800 per <u>family</u>	\$1,250 per <u>new family</u> (one-time fee)	\$250 per <u>family</u> for any <u>reenrollment</u> submitted after 3/9/2018

## TUITION PAYMENT PLANS

All tuition payments are nonrefundable and are collected through FACTS Tuition Management. During STEP ONE of enrollment, parents will select one of three tuition payment plan options to pay the total tuition established during STEP TWO:

ONE (1) PAYMENT	TWO (2) EQUAL INSTALLMENTS	ELEVEN (11) MONTHLY INSTALLMENTS
Tuition paid in full to FACTS in April; no additional fee assessed to pay in full	Tuition paid to FACTS in April and August; FACTS may assess a small fee for this option	Tuition paid to FACTS in equal installments each month in April through February; FACTS may charge a small fee for this option

Installments are due on the 1<sup>st</sup> of each month but may be scheduled with FACTS for payment in early or mid month. FACTS will assess a missed payment fee for late or returned payments. Families that miss payments with FACTS are encouraged to proactively contact FACTS directly to determine the reason for the missed payment and to correct any issues. School approval is required for any changes to the payment amount or date and must be received at least 3 business days prior to the date of the scheduled payment.

### ENROLLMENT AFTER MARCH

Most new families will complete the two-step enrollment process after March. While families are still able to select the monthly installment payment plan for their students' tuition, the number of installments will be determined by how many months there are from the first payment through February.

Additionally, while Veritas rarely accepts a new student after the school year begins, there are occasions when administration may determine that a student and family can jump right in with familiarity to all three components of the Classical, Christian, and University-Model approach. In such instances, the new family will be welcomed and will be liable for payment of all fees and tuition to be paid in accordance with our tuition payment plans. No portion of the *Non-refundable, Annual Enrollment Fees* or *Family Tuition Statement* will be prorated for late enrollment into the school.

## TUITION ASSISTANCE

Tuition Assistance (TA) may be offered to current Veritas families who demonstrate financial need. Veritas is unable to offer TA to newly enrolling families. After a family has attended Veritas for a year, they can apply for TA during re-enrollment. Veritas utilizes FACTS Tuition Management as an unbiased third-party application service. FACTS will assess each applicant's financial need and then report to the Veritas Finance Committee its recommendation of how TA proceeds should be divided among all applicants. Individual applications are not viewed by the school. The prior year's federal tax return must be completed prior to applying on the FACTS website, and a copy of the return must be supplied to FACTS. We encourage families to submit a letter with their application to FACTS (and to the school) describing their financial situation, especially if a job loss has recently occurred and grace is needed with the payment of fees that are due with Online Enrollment. The deadline for TA applications is March 9 in order to allow for processing by FACTS and prayerful consideration by Veritas. Details and application instructions will be sent to all custodial parents via the *School Memo*.

## TUITION REFUND POLICIES FOR FULL WITHDRAWAL FROM VERITAS ACADEMY

As with annual fees, tuition payments are also nonrefundable with one exception. For families who have prepaid tuition for a fully withdrawing student, a refund may be requested for the portion of tuition paid in excess of what would have been due, as of the date of the withdrawal (as properly submitted to the school's Accounting Department), had the family elected to pay in monthly installments.

For example, a student fully withdraws from the school in June, after tuition was paid in full in April: that student would be eligible for a refund of all but 3/11<sup>ths</sup> of his/her prepaid tuition since that is the amount that would have been due by then (for April, May, and June) had the family elected to pay in monthly installments. Because payments are due on the 1<sup>st</sup> of the month, a student is liable for a month's tuition payment if s/he is enrolled for any portion of that month.

## APPEALS TO THE ENROLLMENT & FINANCIAL POLICIES

All appeals to these *Two-Step Enrollment & Financial Policies* must be made in writing, addressed to the Veritas Academy School Board, and emailed to our Controller, Allison Malone, at [Accounting@VeritasAcademy.net](mailto:Accounting@VeritasAcademy.net). Appeals may necessitate a face-to-face meeting with a committee appointed by the Board. Only appeals based on circumstances that are extremely unusual, unforeseeable and unavoidable and from students/families who are in good standing with the school will be considered. Appeals are rarely granted as the school has relied upon the financial commitments of its families to, in turn, make financial commitments of its own, almost none of which are reduced as a result of student withdrawals.

## ADD/DROP POLICIES AND DEADLINES FOR ACADEMIC OR ELECTIVE COURSES

The online Add/Drop Request form will open in mid-May on the Veritas website under Academics.

### ADDING A COURSE

Courses may be added no later than the end of the second full week of classes, provided that space is available and that the course instructor consents. Once the addition is approved by the Registrar, the tuition will be added to the family's FACTS account, and the student may begin attending the class. There is no additional fee assessed for adding a course.

### EXCHANGING ELECTIVES OR CHANGING CORE COURSE LEVELS

Space in electives usually fills, and several will have waiting lists. Families may inquire of elective openings at any time during the year by emailing Registrar@VeritasAcademy.net. The Registrar will also post elective openings in the *School Memo* as the Drop Deadlines approach. Equally-priced courses may be exchanged without financial penalty if space allows. If there is a variation in price, the difference will be applied to the *Family Tuition Statement*.

A change in course level before the course begins should be initiated through the online Add/Drop Request. If a student wishes to change course levels (e.g., from AP to non-AP in SR) after a course has begun, the student and a parent must first meet with the current teacher to assess the need. If the teacher agrees with the change, the family may proceed with the online Add/Drop Request and walk through all necessary approvals as guided by the Registrar. The student is required to continue with the current course until the Registrar has approved the change and notified all parties.

### DROPPING A COURSE ALTOGETHER

Courses may be dropped without penalty within the deadlines listed below. Courses in SL may not be dropped once in session without the prior approval of the Head of SL. Courses in SR may not be dropped without the prior approval of the College & Academic Advisors, as well as the Department Head and Head of SR when necessary. The online Add/Drop Request will guide the family in seeking all necessary approvals.

**After the deadlines listed below, no tuition will be refunded unless the drop is required by the Administration.**

#### GS (PreK–4<sup>th</sup>) Add/Drop Deadlines

July 1	PreK and Kindergarten year-long Elective Wheel 1 <sup>st</sup> -4 <sup>th</sup> Grade Trimester 1 after-school Electives
October 20	1 <sup>st</sup> -4 <sup>th</sup> Grade Trimester 2 after-school Electives
February 1	1 <sup>st</sup> -4 <sup>th</sup> Grade Trimester 3 after-school Electives

#### SL (5<sup>th</sup>–8<sup>th</sup>) Add/Drop Deadlines

July 1	All year-long Core Courses Optional Courses (5 <sup>th</sup> /6 <sup>th</sup> Grade Latin, 6 <sup>th</sup> -8 <sup>th</sup> Grade Drumline, 7 <sup>th</sup> -8 <sup>th</sup> Grade Tech or Cotillion)
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#### SR (9<sup>th</sup>–12<sup>th</sup>) Add/Drop Deadlines

July 1	All year-long Core Courses, year-long Electives, and Term 1 single-term Electives
October 20	Term 2 single-term Electives and two-term Electives
February 1	Term 3 single-term Electives

## ADD/DROP POLICIES AND DEADLINES FOR ATHLETICS

The online Add/Drop Request form will open in mid-May on the Veritas website under Academics.

### ADDING OR DROPPING A SPORT

Sports must be added or dropped by the dates communicated by email from the Athletics Department. Once a season starts, there will be no refund of any portion of the fees. Once the change is approved by the Registrar, the family's FACTS account will be adjusted. There is no additional fee assessed for changing the commitment to a sport; however, the student and family will be held to account for all policies in the *Athletic Handbook*.

# MEDICAL RECORDS REQUIREMENTS

All requirements listed below must be satisfied with our office prior to **August 8, 2018**. When these items are not resolved before the start of school, the school may be burdened by records audits and students may be asked to remain off campus until records issues are resolved. In addition, RenWeb access may be suspended until compliance is complete.

## WHY THE FUSS ABOUT IMMUNIZATION RECORDS?

Tracking your child's immunization status with the State of Texas is part of managing and maintaining our accreditation; therefore, your cooperation is necessary in our effort to maintain complete records. Records that are missing any of the criteria described below will be considered non-compliant and will therefore be subject to audit.

Immunization records are only acceptable if they include the child's name, date of birth, date of each shot given or date the disease occurred, and a signature or stamp of the doctor. If your child is missing shots for any reason (conscientious exemption, medical exemption, a delayed shot series, child had the disease, child adopted and immunity records are difficult to validate by doctor, etc.), you must apply for an *Affidavit of Exemption* through the State of Texas. This form is ordered [online](#) and mailed to your home for you to complete and have notarized before you turn it in to Veritas.

## WHY DO WE HAVE TO DO VISION, HEARING, AND SCOLIOSIS SCREENINGS?

These screenings are required by law in the State of Texas and must be completed within the first semester of the school year. Our staff is trained to perform these screenings and all required students will be screened at school this fall during their regular school day. This will be a free service to our families, and there is no need to sign up.

If you prefer to have your doctor do the screenings, the screenings must be completed between April 1 and August 1, 2018 on the Vision, Hearing, and Scoliosis Screening Form. Please turn this form in to medical records in the GS Office by August 8, 2018.

## MEDICAL RECORDS REQUIREMENTS PER GRADE LEVEL



<b>PreSchool-1st</b> Compliant Immunization Records <i>all new &amp; returning students</i> Vision & Hearing Screenings <i>all new &amp; returning students</i>	<b>2nd</b> Compliant Immunization Records <i>all new &amp; returning students</i> Vision & Hearing Screenings <i>new students only</i>	<b>3rd</b> Compliant Immunization Records <i>all new &amp; returning students</i> Vision & Hearing Screenings <i>all new &amp; returning students</i>	<b>4th</b> Compliant Immunization Records <i>all new &amp; returning students</i> Vision & Hearing Screenings <i>new students only</i>
<b>8th</b> Compliant Immunization Records <i>all new &amp; returning students</i> Vision & Hearing Screenings <i>new students only</i> Scoliosis Screening <i>new students only</i>	<b>7th</b> Compliant Immunization Records, including MCV4 vaccine and Tdap <i>all new &amp; returning students</i> Vision & Hearing Screenings <i>all new &amp; returning students</i> Scoliosis Screening <i>new students only</i>	<b>6th</b> Compliant Immunization Records <i>all new &amp; returning students</i> Vision & Hearing Screenings <i>new students only</i> Scoliosis Screening <i>all new &amp; returning students</i>	<b>5th</b> Compliant Immunization Records <i>all new &amp; returning students</i> Vision & Hearing Screenings <i>all new &amp; returning students</i>
<b>9th</b> Compliant Immunization Records, with evidence of Tdap booster <i>all new &amp; returning students</i> Vision & Hearing Screenings <i>new students only</i> Scoliosis Screening <i>all new &amp; returning students</i>	<b>10th-12th</b> Compliant Immunization Records, with evidence of Tdap booster <i>all new &amp; returning students</i> Vision & Hearing Screenings <i>new students only</i> Scoliosis Screening <i>all new students; returning students only if not screened in 9th grade</i>		



# STUDENT ACTIVITY PARTICIPATION CONSENT & RELEASE OF LIABILITY

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*This document will be signed electronically through the Online Enrollment process. This copy is for your records only. You will not submit a signed paper copy to the school.*

Each semester, Veritas Academy students will be invited to participate in various school-related activities. Some of these activities are an integrated part the curriculum, while others are school sponsored or promoted co-curricular or extra-curricular activities (as a shorthand, we refer to all such activities in this form as, “School Activities”). Registration and sign-ups for School Activities will be required by a parent or guardian and may take different forms and occur at various times during the school-year (e.g., during re-enrollment or class registration & selection, or intermittently during the trimester, etc.). To ensure that parents are aware of and consent to their student’s participation in these activities, Veritas Academy requires each student to have a parent or guardian sign and complete this Student Activity Participation Consent annually, before participating in School Activities in the upcoming school year.

When you elect to register or sign up your child for any School Activity that takes place during any part of the 2018-2019 School Year (from July 1, 2018 to June 30, 2019), you should keep in mind that by completing the annual *Student Activity Participation Consent and Release of Liability* here, you are making the following four-part agreement with Veritas Academy:

## CONSENT TO PARTICIPATE

First, I hereby grant permission for my child to participate fully in all School Activities and that (unless excepted below) these activities may include but are not limited to: class trips, field trips, club events, service projects (e.g., in nursing homes, homeless shelters, underprivileged neighborhoods, food banks, gardens, resale shops, group foster homes, and group homes for intellectually challenged adults) which may involve riding in buses or cars driven by parents or other authorized individuals, working with landscaping tools or equipment, using cleaning supplies and equipment, lifting and moving boxes, collecting debris and trash, working with interior or exterior painting supplies and equipment, preparing or serving food and beverages, conversing with individuals outside the school community while under authorized adult supervision, engaging in recreational sports or exercise activities, and using arts and craft supplies, among other things.

## CONSENT TO TRAVEL

Second, I hereby grant permission for my child to participate fully in all the School Activities offered by Veritas Academy, including travel by all modes and means of transportation (e.g., private vehicles, rental vehicles, airplanes, etc.) directly related to those activities, including travel to/from activities, events, and related excursions. I understand that said transportation may include vehicles operated by Veritas Academy employees, parent volunteers, and others related to or contracted by the school.

## ACKNOWLEDGEMENT OF RISKS & RELEASES OF LIABILITY

Third, I hereby acknowledge that with any School Activity, there is an element of risk involved for each participant that the participant and his/her family must assume. I affirm that my child’s health is adequate and that s/he is not under a physician’s care for any known condition that bears upon his/her fitness to participate in the School Activity, or if such condition(s) exists, I will fully disclose that to the representative of Veritas Academy responsible for registration of the activities at or before the registration/sign-up for the activity, and agree with the representative on how those condition(s) will be accommodated. I agree to fully assume all risks associated with my child’s participation in these School Activities and related travel and to maintain appropriate medical/healthcare insurance for those risks. Furthermore, I agree to fully release and hold harmless Veritas Academy and its employees, agents, contractors, volunteers, chaperones, board members, and trustees from any and all liability should an injury of any kind occur to my child during—or as a result of—the School Activity and related travel.

## VERIFICATION OF STUDENT INFO & AUTHORIZATION TO SEEK EMERGENCY MEDICAL ATTENTION

Fourth, I hereby attest that I will keep current all of the following web forms in ParentsWeb so that Veritas employees and trip sponsors and chaperones have access to the most current information on my child: *Family Demographic Form*, *Custodial Parent Form*, *Emergency Contacts*, *Student Demographic Form*, and *Student Medical Information & Release Form* (including verification of Insurance Carrier, Policy/ID Number, Group Number, and Preferred Local Hospital). I grant the school’s authorized representatives (teachers, staff sponsors, chaperones, et. al.) to have access to this child’s demographic and medical information and to seek and perform emergency medical assistance as may be deemed necessary and appropriate by them. Finally, I recognize that the school and its representatives bear responsibility for my child’s well-being only when s/he is under their direct authority and only to the extent that my child accepts and cooperates with their leadership and direction.

# PARENT EXPECTATIONS & CONTINUING EDUCATION REQUIREMENTS

Veritas Academy educates children in partnership with their parents. In order to maximize the impact of parents’ influence upon their children in this model of education, the school goes to great lengths to “equip the equippers” by keeping parents informed of school events and actively training parents to better educate and influence their children. This requires dedicated attention and effort from the school and a receptive, diligent, and collaborative attitude in the embrace of lifelong learning from parents.

To accomplish the end of both informing and forming wise and virtuous young people, parents must be actively engaged in their children’s experience at Veritas. Listed below are specific examples of such engagement, noting which activities are encouraged and which are required of the primary co-teaching parent and of the other parent. (Since Dad is usually the “other parent,” we’ve highlighted in red the activities that are most central for him.) While the primary co-teacher bears the hours and duties that come with this “part-time job,” the other parent assumes the role of a supporter and encourager.

Both parents benefit from participating in school events and staying up to date with communications. Veritas parents take on a dynamic role that thrives when both school and home are united in purpose and objectives and when a healthy partnership is in place and continually cultivated.

COMMUNICATION	
<i>Incoming</i> (receive and read the following)	<i>Outgoing</i> (provide the following)
<ul style="list-style-type: none"> <li>• Co-Teachers: Weekly lesson plans &amp; teacher emails</li> <li>• <b>Weekly School Memos</b></li> <li>• Student/Parent Handbook &amp; revisions</li> <li>• <b>Special mailings &amp; distributions</b></li> <li>• <b>School website and official Veritas Facebook page</b></li> </ul>	<ul style="list-style-type: none"> <li>• Parent surveys (usually one or two per year)</li> <li>• Constructive criticism &amp; ideas</li> <li>• Up-to-date Family Demographic Form in RenWeb and fully compliant Student Medical Records in the school’s main office</li> <li>• Resolution of issues &amp; problems at lowest level without involving others or gossiping</li> </ul>

PARTICIPATION	
<i>Required</i> of both Parents	<i>Encouraged</i> of both Parents
<ul style="list-style-type: none"> <li>• Suggested readings &amp; discussions</li> <li>• “Compulsory volunteerism” if needed</li> <li>• Punctuality to school &amp; related events</li> <li>• Respect for the alternate days at home as legitimate “school days”</li> <li>• Attendance at:               <ul style="list-style-type: none"> <li>• <b>Veritas Vision Night</b> in August</li> <li>• <b>State of the School Address</b> in Jan/Feb, and other “General Assemblies” at Breakout Sessions</li> <li>• <b>Year-end Assembly</b> in May</li> </ul> </li> <li>• <b>New Family Orientation</b> in August (required of new families and teachers)</li> <li>• Co-Teachers: Breakout Sessions and other training events offered throughout the school year</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Paideia Conference</b> in August</li> <li>• Grade Level Launches (grades PreK-6)</li> <li>• Parent/Administrator Exchanges (one per semester per grade level)</li> <li>• Family Ministries parent offerings, such as Parent Connections, Bible studies, Veritas in Prayer, etc.</li> <li>• Traditions in Service, such as Hospitality, <b>Defender Dads</b>, MLK Service Day, etc.</li> <li>• Traditions in Celebration, such as Fall Fest, <b>Daddy/Daughter Dance</b>, banquets, ceremonies, etc.</li> <li>• Student performances &amp; competitions (athletic, academic, artistic, etc.), including <b>Senior Thesis presentations (particularly the Final Fourum)</b></li> <li>• Fundraising events, initiatives, and campaigns, if requested</li> </ul>



## CONTINUING EDUCATION REQUIREMENTS

### RATIONALE

The mission of Veritas Academy includes “...*minister(ing) to families by partnering with Christian parents to provide for their children a classical education.*” In order to effectively partner in delivering that education, it is imperative that all parties—parents, faculty, and administration—share and maintain a common vision, goals and pedagogies. Therefore, each parent is required to earn a minimum number of continuing education (“CE”) credits by attending certain Veritas Academy meetings/sessions as outlined below.

Though both parents are strongly encouraged to attend, the primary co-teacher must attend both the Veritas Vision Night (in September) and the State of the School Address (in Jan/Feb), while the other parent must attend at least one of these two school-wide meetings. In addition, each parent must attend at least two other sessions per academic year to be chosen from the following:

- Paideia Conference* sessions of your choice
- GS Grade Level Launches
- GS Curriculum Night
- SL/R Mini-School Night
- Parent/Administrator Exchanges (two per year per grade level)
- Parent Connections sessions
- Evening Breakout session (your choice)
- Special Curriculum Session(s), if any, led by Faculty or Administration

### INSTRUCTIONS

Parents are asked to track their own attendance at events utilizing their ParentsWeb portal under Family Information>Service Hours.

Reenrollment for the following school year is contingent upon families fulfilling their credit requirements. The majority of the sessions are offered in the fall semester; therefore, parents are encouraged to earn the majority of their CE credits in the fall.

# STATEMENT OF PARENTS RESPONSIBILITY & CONCILIATION AGREEMENT

*This document will be completed and signed electronically through the online enrollment process. This copy is for your records only. You will not submit a signed paper copy to the school.*

## STATEMENT OF PARENT RESPONSIBILITY

The undersigned parents/guardians of students, or prospective students, at Veritas Academy (“Veritas”), hereby acknowledge, confirm and agree that:

Both parents/guardians to initial.

- \_\_\_\_\_ By enrolling one or more of our children at Veritas, it is our responsibility to be familiar with and consult the policies and procedures of the school as published in the current Course Catalog, Student/Parent Handbook, and other official means of communication (such as weekly, monthly or other periodic announcements) before making decisions affecting our child(ren) or our family’s relationship with the school.
- \_\_\_\_\_ We accept full responsibility for any difficulties we may encounter arising from our failure (i) to be familiar with or consult published school policies and procedures (including, for example, the school refund policy) or (ii) to respect and honor those policies and procedures when making decisions affecting our relationship or our child(ren)’s relationship with the school.
- \_\_\_\_\_ We have read the *Parent Expectations & Continuing Education Requirements* policy and agree to satisfy its requirements. We have also read and accept the *Veritas Statements on Faith, Life, and Conduct* or have submitted our objections and agree to engage in a dialogue with the school towards reconciling our differing views.

## CONCILIATION AGREEMENT

The undersigned parties to this agreement believe that, as Christians, the Bible commands them to make every effort to live at peace and to resolve disputes with each other in private or within the Christian community in conformity with the Biblical injunctions of I Corinthians 6:1-8, Matthew 5:23-24, and Matthew 18:15-20. The parties understand that they may encounter disputes with each other or desire to pursue claims (statutory or common law) against the other arising out of, or relating to, the school relationship or this agreement (such disputes and claims “Dispute(s)”). If any Dispute arises between the parties, each agrees to first meet in-person with the other and make a good faith attempt to resolve the Dispute before involving a third party. If such an attempt is unsuccessful, the parties agree to then attempt to resolve the Dispute by Biblically-based mediation, except for financial disputes which shall not be subject to mediation unless elected by Veritas. The parties agree that any Disputes shall be governed by the terms of Veritas’s stated policies and procedures.

If mediation is unsuccessful, the parties agree to submit the Dispute to an independent arbitrator for binding arbitration. The parties agree that the mediation and arbitration process will be conducted in accordance with the “Rules of Procedure for Christian Conciliation” (“Rules”) contained in the Peacemaker Ministries booklet *Guidelines for Christian Conciliation*. Consistent with the Rules, each party shall agree to the selection of the arbitrator. If there is an impasse in the selection of the arbitrator, the parties agree to have the Institute for Christian Conciliation division of Peacemaker Ministries in Billings, Montana appoint a qualified arbitrator. Consistent with the Rules, the arbitrator shall issue a written opinion within a reasonable time.

The parties agree that the above methods shall be the sole remedy and resolution process for any Dispute and expressly waive their right to file a lawsuit against one another in any civil court in connection with a Dispute, except for a financial Dispute, which shall not be subject to mediation and arbitration unless elected by Veritas. The parties also expressly waive their rights to a trial by jury and further agree that the exclusive venue or forum for any mediation, arbitration, or proceeding shall be in either Travis or Hays County, Texas.

**THIS AGREEMENT IS GOVERNED BY THE LAWS OF THE STATE OF TEXAS.**

\_\_\_\_\_  
Father (or Legal Guardian)                      Date  
Printed Name: \_\_\_\_\_

\_\_\_\_\_  
Mother (or Legal Guardian)                      Date  
Printed Name: \_\_\_\_\_

# TUITION & FEES

**TUITION** (quoted on an annual basis per course or block of courses, unless otherwise noted)

## PRIMER SCHOOL (PRE SCHOOL & PREK ON CAMPUS TWO DAYS A WEEK, EACH MON/WED OR TUE/THU)

PreSchool:	
PreSchool Core	\$3,500
PreK:	
PreK Core	\$3,980
PreK Elective: Music & P.E.	730

## GRAMMAR SCHOOL (K – 4<sup>TH</sup> GRADE ON CAMPUS EACH MON/WED)

Kindergarten:	
Kindergarten Core	\$5,220
Kindergarten Elective Wheel: Art & P.E.	730
1 <sup>st</sup> –4 <sup>th</sup> Grade:	
Core Block (includes Specials Wheel of Art, Music & PE)	\$6,595
Elective (comprised of three trimester-long courses: fall, winter, spring)	895
Schole:	
Friday Enrichment Electives for PreK–4 <sup>th</sup> Grade	\$495 / trimester

## SCHOOL OF LOGIC (5<sup>TH</sup>–7<sup>TH</sup> GRADES ON CAMPUS EACH M/W/F; 8<sup>TH</sup> GRADE ON FIVE-DAY MODIFIED SR SCHEDULE)

Tuition per Core Course	\$1,595
Core courses include Math, Science, History, Reading Skills (5 <sup>th</sup> –6 <sup>th</sup> grades), Writing Skills (5 <sup>th</sup> –6 <sup>th</sup> grades), English (7 <sup>th</sup> –8 <sup>th</sup> grades), Latin (7 <sup>th</sup> –8 <sup>th</sup> grades). SL students are generally enrolled in <u>five</u> core courses.	
Discipleship (each M/W/F in the first period block; <u>required</u> for all SL students)	425
8 <sup>th</sup> Grade Study Lab Block ( <u>required</u> for all 8 <sup>th</sup> grade students as part of their hybrid SR schedule)	350
Fine Arts Track (year-long; each W/F)	895
Monday Courses (year-long, <u>optional</u> courses: 5 <sup>th</sup> –6 <sup>th</sup> grade Latin & 7 <sup>th</sup> –8 <sup>th</sup> grade Tech & 7 <sup>th</sup> Cotillion or 8 <sup>th</sup> Social Dance)	450
Before-School Electives (year-long Drumline or SL Choir for 6 <sup>th</sup> –8 <sup>th</sup> grades; Mondays and Wednesdays)	450
Study Skills Lab (required for all full-time students in 7 <sup>th</sup> –8 <sup>th</sup> grades who opt out of Latin 1A/1B)	1,175
Study Hall (limited availability; requires Registrar approval)	\$125 per class period per day of the week
SL Athletics	See Athletic Fees

## SCHOOL OF RHETORIC (9<sup>TH</sup>–12<sup>TH</sup> GRADES ON CAMPUS FOR ONE-, TWO- AND THREE-DAY-A-WEEK CLASSES M-F)

Tuition per Core Course	\$1,715
Core courses such as Math, Science, History, English, Rhetoric II/Senior Thesis, Foreign Language, and Computer Science. SR students are generally enrolled in <u>five-six</u> core courses.	
Leadership (each T/TH; required for all SR students; year-long)	450
Year-long Courses or Electives (such as Logic, Speech/Rhetoric I, Drumline)	495
Monday Term-long Electives	295 / trimester
Tuesday/Thursday Electives (such as Painting, Yearbook, Acting/Theatre, OAP, 3D Art, Drawing)	355 / trimester
Open Study Hall ( <u>Required</u> fee in the School of Rhetoric; Study Hall is open on a come-and-go basis to be utilized by students for any length of time that they desire between classes. A one-time per year enrollment/tuition allows for use by the student whenever needed.)	370
SR Athletics	See Athletic Fees

## TUITION PAYMENTS

Tuition is payable through FACTS Tuition Management. Families select their payment schedule during Step One of the annual enrollment process; and tuition will be calculated through Step Two (online Course Requests).

## FEES

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### Admission Fees:

New Student Application	\$200 per first prospective <u>student</u> (+ \$100 per additional student) due with application
Sibling Application	\$100 per prospective <u>sibling</u> , one-time, due with application
Family Annual Enrollment Fee	\$350 per <u>family</u> , due with annual (re-)enrollment
Student & Family Ministry Fee*	\$350 per <u>family</u> , due with annual (re-)enrollment
Facility Fee**	\$800 per <u>family</u> , due with annual (re-)enrollment
New Family Fee	\$1,250 per <u>new family</u> , one-time, due with enrollment
<b>Late Reenrollment Fee</b>	<b>\$250 per <u>family</u> for any <u>reenrollment</u> submitted after 3/9/2018</b>

\* *The Student & Family Ministry Fee is designated to cover the numerous family support activities and seminars, co- teacher training (apart from any conducted by paid consultants), and character development programs.*

\*\* *The Facility Fee is designated to cover some portion of the costs of developing our permanent campus.*

## BOOKS

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Important Information Regarding Textbooks: Students in grades 5-12 will be asked to pick up their Veritas textbooks the week before school begins. Other books and resources, as identified on the school's *Books & Resources List* updated and published in June, will need to be acquired by each student's family. Parents may use the *Books & Resources List* to shop through various online providers. Families can expect to spend around \$150 for PreK, \$300 for Kindergarten, and \$400-500 for grades 1-12 each year. Cost per student may be slightly lower for families with multiple or returning students as some books and resources may be shared or used across multiple grade levels.

## ATHLETIC FEES

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FALL SPORTS		WINTER SPORTS				SPRING SPORTS	
Volleyball (5 <sup>th</sup> -6 <sup>th</sup> )	\$425	Boys Bball (5 <sup>th</sup> -6 <sup>th</sup> )	\$425	Girls Bball (5 <sup>th</sup> -6 <sup>th</sup> )	\$425	Soccer (5 <sup>th</sup> -6 <sup>th</sup> )	\$425
Volleyball (7 <sup>th</sup> -8 <sup>th</sup> )	425	Boys Bball (7 <sup>th</sup> -8 <sup>th</sup> )	425	Girls Bball (7 <sup>th</sup> -8 <sup>th</sup> )	425	Soccer (7 <sup>th</sup> -8 <sup>th</sup> )	425
Wrestling (5 <sup>th</sup> -6 <sup>th</sup> )	425	Wrestling (5 <sup>th</sup> -8 <sup>th</sup> )	425	Girls Bball (SR)	475	Track (5 <sup>th</sup> -8 <sup>th</sup> )	425
Volleyball (SR)	450	Boys Bball (SR)	475	Soccer (SR girls)	475	Baseball (6 <sup>th</sup> -8 <sup>th</sup> )	425
Football (7 <sup>th</sup> -8 <sup>th</sup> )	475	Wrestling (SR)	430	Soccer (SR boys)	475	Baseball (SR)	475
Football (SR)	500			Swimming (SR)	430	Girls Softball (SR)	475
Cross Country (SR)	375					Track (SR)	430
Cheer (7 <sup>th</sup> -8 <sup>th</sup> )	425					Tennis (SR)	430
Cheer (SR)	430					Golf (SR)	430

*Important Information Regarding Athletics: Students will need to enroll for their preferred sport(s) for the entire 2018-2019 school year during Course Requests. Due to TAPPS policies to start new programs, commitments to new sports offerings must be made during initial Course Requests. If the new program fills and is offered, and the sport is then dropped from the student's schedule, there will be no refund given. See the Two-Step Enrollment & Financial Policies.*

# ACADEMIC & HOLIDAY CALENDAR

Please refer to the 2018-2019 Academic and Holiday Calendar to see dates for beginning and ending of each trimester, final exams, Spring Break, holidays, and graduation. All additional dates are preliminary and should be confirmed by referencing the school website and weekly School Memo.

Important Note:  
Calendar weeks start on Mondays instead of Sundays.

## VERITAS ACADEMY

### Prelim 2018 - 2019 ACADEMIC & HOLIDAY CALENDAR

See website for latest version:  
VeritasAcademy.net

Date	Event	FALL	SPRING	Date	Event
<b>July 2018</b>					
		M T W Th F S S	M T W Th F S S		
4	Independence Day Holiday	2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	12/15-1/6	Christmas Break
7/30-8/3	Summer Logic-Week 1			3-4	Teacher In-Service
				7	Back to School
				14	MLK/Community Service Day
				28*	State of the School Address
<b>August 2018</b>					
6-8	Paideia Conference & Camp	1 2 3 4 5	1 2 3	TBD	10th Gr. Class Trip: College Tours
9-10	Faculty In-Service	6 7 8 9 10 11 12	4 5 6 7 8 9 10	TBD	SR Retreat
13-17	Summer Logic-Week 2	13 14 15 16 17 18 19	11 12 13 14 15 16 17	wk 22	Trimester Finals Week (SL/R)
20	Faculty In-Service (morning)	20 21 22 23 24 25 26	18 19 20 21 22 23 24	16-19	Winter Break
20	Come & Go Open House (1-2:30 pm)	27 28 29 30 31	25 26 27 28	19	Teacher In-Service
20	Veritas Vision Night (all parents)			2/25-3/8*	Reenrollment
22	First Day of School			2/27	TX Indep. Day: Dress Western!
<b>September 2018</b>					
3	Labor Day Holiday	3 4 5 6 7 8 9	1 2 3	2/25-3/8*	Reenrollment
6	GS Curriculum Night	10 11 12 13 14 15 16	4 5 6 7 8 9 10	11*	Course Request Day (online, see School Memo for details)
10	SL/R Mini School Night	17 18 19 20 21 22 23	11 12 13 14 15 16 17	18-24	Spring Break
		24 25 26 27 28 29 30	18 19 20 21 22 23 24		
<b>October 2018</b>					
10	PSAT Testing (Grades 9-11)	1 2 3 4 5 6 7	25 26 27 28 29 30 31		
6-9	Fall Break	8 9 10 11 12 13 14			
9	Teacher In-Service	15 16 17 18 19 20 21		8-11	ERB Testing (GS: 8, 10   SL: 9, 11)
26*	Homecoming	22 23 24 25 26 27 28		19-22	Easter Break
TBD	5th Gr. Class Trip: San Antonio	29 30 31		23-26	Senior Thesis Presentations
TBD	Fall Fest			27	Senior Thesis Final Fourum
<b>November 2018</b>					
wk 11	Trimester Finals Week (SL/R)	1 2 3 4		6-17	AP Exams
TBD	6th Gr. Class Trip: Family Retreat at TBarM	5 6 7 8 9 10 11		13-17	Dead Week (SL/R)
19-23	Thanksgiving Break	12 13 14 15 16 17 18		17	SR Graduation
		19 20 21 22 23 24 25		18*	Jr Europe Trip
		26 27 28 29 30 31		20-24	Finals Week (SL/R)
<b>December 2018</b>					
TBD	7th Gr. Class Trip: Mission Waco	15 3 4 5 6 7 8 9		24	Last Day: Year-End Assembly & Cookout
14	Christmas Assembly (all school)	16 10 11 12 13 14 15 16		27	Memorial Day Holiday
14	Last Day of Fall Term (all students)	17 18 19 20 21 22 23		28	Teacher In-Service
15 - 1/6	Christmas Break	24 25 26 27 28 29 30 31		TBD	Class Trips: 8th, 9th Grades
<b>January 2019</b>					
			M T W Th F S S		
			1 2 3 4 5 6		
			7 8 9 10 11 12 13		
			14 15 16 17 18 19 20		
			21 22 23 24 25 26 27		
			28 29 30 31		
<b>February 2019</b>					
			M T W Th F S S		
			1 2 3		
			4 5 6 7 8 9 10		
			11 12 13 14 15 16 17		
			18 19 20 21 22 23 24		
			25 26 27 28		
<b>March 2019</b>					
			M T W Th F S S		
			1 2 3		
			4 5 6 7 8 9 10		
			11 12 13 14 15 16 17		
			18 19 20 21 22 23 24		
			25 26 27 28 29 30 31		
<b>April 2019</b>					
			M T W Th F S S		
			1 2 3 4 5 6 7		
			8 9 10 11 12 13 14		
			15 16 17 18 19 20 21		
			22 23 24 25 26 27 28		
			29 30		
<b>May 2019</b>					
			M T W Th F S S		
			1 2 3 4 5		
			6 7 8 9 10 11 12		
			13 14 15 16 17 18 19		
			20 21 22 23 24 25 26		
			27 28 29 30 31 1 2		
<b>June / July 2019</b>					
			M T W Th F S S		
			June 26 27 28 29 30		
			1 2 3 4 5 6 7		
			6 7 8 9 10 11 12		
			15 16 17 18 19 20 21		
			22 23 24 25 26 27 28		
			29 30 31 1 2 3 4		
<b>Aug / Sept 2019</b>					
			M T W Th F S S		
			5 6 7 8 9 10 11		
			12 13 14 15 16 17 18		
			19 20 21 22 23 24 25		
			26 27 28 29 30 31 1		
			2 3 4 5 6 7 8		

NOTE: In departure from past practices of this calendar containing all Veritas events, we are providing you only with the primary Holiday & Academic dates on this one-page calendar. All other school events will be published and promoted in the SCHOOL MEMO and RenWeb calendar.

Schools / Phone Numbers	Legend
<b>GS</b> - Grammar School (grades PreK-4)	<span style="border: 1px solid red; padding: 2px;"> </span> - Beg/End of School
<b>SL</b> - School of Logic (grades 5-8)	<span style="border: 1px solid black; border-radius: 50%; padding: 2px;"> </span> - Special Event
<b>SR</b> - School of Rhetoric (grades 9-12)	<span style="background-color: black; color: white; border-radius: 50%; padding: 2px;"> </span> - No School / Holiday
<b>SL/R</b> - Schools of Logic & Rhetoric	— - In-Service Days
<b>Administration</b> - Ph: 891.1673   Fax: 891.1693	* - Tentative & Prelim.