



ENROLLMENT CHECKLIST

OLD SUWANEE CHRISTIAN SCHOOL
 A ministry of Old Suwanee Baptist Church, Inc.
 4118 Old Suwanee Road, Buford, Georgia, 30518-4972
 (770) 945-5451

The following items **must be submitted at the time of enrollment**. Final acceptance for grade level requested is subject to evaluation of records submitted and an interview with the Administration.

Student Name _____ Grade _____

- The Parent or Guardian must provide the following items.

- ___ Copy of most recent report card
- ___ Copy of most recent achievement test scores
- ___ Discipline records or letter stating there are none for students in 1st-12th
- ___ Certificate of Immunization on State form #3231 (State requirement for all grade levels)
- ___ Ear, Eye, and Dental on State form #3300 (State requirement for Kindergarten 5 year - 12th grade)
- ___ Birth Certificate (office use: _____)
- ___ Two chickenpox vaccinations or proof of immunity (State requirement for students entering K5 & 6th grade)
- ___ Payment of non-refundable processing fee (*see note below)
- ___ Payment of non-refundable tuition insurance fee (*see note below)

As you seek to enroll your child at Old Suwanee Christian School there are several things you must know:

- 1. We do not accept students who have been expelled or suspended from public schools.**
- 2. Our school is not staffed to handle students who have learning disabilities or behavioral conflicts.**
- 3. Our sole purpose for providing this ministry is to teach students the Bible and every subject from a Bible perspective with Independent Baptist Doctrine. If this is in conflict with your home, our school would not be a choice for your family.**

OSCS admits students of any race, color, national and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

Students transferring from out of state have 30 days after enrollment to transfer immunizations to Georgia State Forms. According to Georgia State Law if a current certificate has not been submitted within 30 days after the expiration date, the child must be excluded from attendance until a current certificate is obtained.

* If a class is full, we use the following procedure. Upon receiving the Non-Refundable Processing fee and Tuition Insurance fee if applicable, the student's name is placed on a waiting list for an additional class or for an opening in the present class. If an opening does not become available, we will refund the payment submitted. However, if an opening becomes available and you do not accept it, the payment is not refunded.

* If your child is not accepted for admission, your money will be refunded.

- The School will provide the following forms and information necessary for enrollment.

- 1) ___ Application for Enrollment (signed and notarized) (*One per student*)
- 2) ___ Fee Schedule for parent
- 3) ___ Enrollment Contract (signed and notarized)(*One per family*)
- 4) ___ Tuition Insurance Information (*One per family*)
- 5) ___ OSCS Tuition Payment Program Application (*One per family*)
- 6) ___ Debit Authorization (*One per family*)
- 7) ___ Student Pick-Up List (*One per family*)
- 8) ___ Uniform Information (*One per family*)
- 9) ___ Student Driver Form & Parking Permit (to be completed **before** any student may drive to school)
- 10) ___ Pastoral Reference Letter & Envelope (*Grades 7 - 12 only*)
- 11) ___ Handbook for parent (*One per family*)
- 12) ___ Extended Care Use AM___ PM___

(Office use only)

Checklist completed by: _____ Date: _____



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APPLICATION FOR ENROLLMENT

Child's Full Name _____ Name child wants to be called _____

Sex: _____ S.S. # _____ Grade applying for: _____ Last grade completed _____

Address _____ City _____ Zip _____ Home phone (____) _____

County in which you live _____ Cell phone Father (____) _____ Cell phone Mother (____) _____

E-mail address: _____

Emergency Phone Number (____) _____ In case of emergency, name of person to call if parent or guardian cannot be reached. **(DO NOT** leave this blank)

Name: _____ Relationship _____ Phone Number (____) _____

Has your child attended OSCS previously? ____yes ____no Has any other member of your family attended OSCS previously? ____yes ____no

Last school attended & address _____

Reason for leaving last school _____

Any outstanding debts at last school? _____ Has your child ever repeated a grade? _____ If yes, explain _____

Did your child have a behavior problem at last school? _____ Explain: _____

Father's Full Name _____ S.S. # _____ Occupation _____

Place of Employment _____ Work Phone Number (____) _____

Mother's Full Name _____ S.S. # _____ Occupation _____

Place of Employment _____ Work Phone Number (____) _____

Legal Guardian's Full Name _____ Occupation _____

Place of Employment _____ Phone Number (____) _____

Please specify any legal/custody arrangements _____

Child lives with: (check one) Both ____ Father ____ Mother ____ Other ____ Name and ages of brothers and sisters _____

Family Doctor _____ Address _____

Phone Number (____) _____ Any condition that needs special attention? _____

~ PLEASE COMPLETE OTHER SIDE ~

Church Home (Name & Address) (REQUIRED) _____

Phone number (_____) _____ Pastor's Name _____ Does your family attend church regularly? _____

Has your child ever been suspended or expelled? _____ Why? _____

Has your child ever been in a special class, counseling, or a program for rehabilitation, or drug use or behavior? _____ Explain: _____

Who referred you to the school? (If 1st time student) _____

Why do you desire to enroll your child in this school? _____

IN MAKING APPLICATION TO OLD SUWANEE CHRISTIAN SCHOOL, I/WE UNDERSTAND THAT:

1. Parents must pay tuition and fees as stated by school policy.
2. In full cooperation with the school, we will attend the Parent-Teacher Fellowship meetings. We sincerely pledge our loyalty to the aims and policies of the school and to bring any and all questions and criticism directly to the administration so that they may be properly considered by those in authority.
3. The school reserves the right to dismiss any student who does not cooperate with the total educational process of Old Suwanee Christian School by both action and attitude.
4. I give permission for my child to take part in all school activities including sports and school sponsored trips away from school, and absolve the school from any liability to me/us or my/our child because of any injury at a school activity that is properly supervised.
5. In the case of an accident or illness, I understand that the school will try to contact me or my physician, and follow instructions received. If these efforts fail, I authorize the school to take any action that seems necessary for the well being of my/our child.

OSCS admits students of any race, color, national and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

Processing fee and tuition insurance fees if applicable, must accompany this application. Final acceptance for the grade level requested is subject to evaluation of records submitted and an interview with the Administration.

"PROCESSING FEES AND TUITION INSURANCE FEES ARE NOT REFUNDABLE EXCEPT AS STATED ON ENROLLMENT CHECKLIST."

I/We hereby understand and will abide by the above policies.

SIGNED: (Father, Mother, or person legally responsible for student) _____

Print name signed above here _____ Date _____

Notary Public _____ Commission expires: _____

Old Suwanee Christian School 2009-2010 Fee Schedules

Non Refundable Processing Fee – 1st child - \$400.00 (**due at enrollment**)
Each additional child --- \$350.00 (**due at enrollment**)

- * You will receive a \$150 discount per child off the processing fee if you enroll before May 1, 2009.
- * You will receive a \$50 discount per child off the processing fee if you enroll after May 1, 2009 but prior to July 1, 2009.
- **You will receive a \$50 discount per family off the processing fee if you sign up for our automatic withdrawal payment plan.

Non Refundable Tuition Insurance Fee – 3.5% of total tuition (**due at enrollment**)

K4 only	1st child-full day	2nd child-full day	3rd child-full day
\$119.00	Elementary \$156.25	Elementary \$135.65	Elementary \$116.45
	Secondary \$164.20	Secondary \$143.75	Secondary \$124.40

Tuition Insurance for 4th and each additional child = Elementary = \$64.45, Secondary = \$72.45

All tuition is based on 36 weeks of instruction. We are allowing you to divide this into 12 payments to make it more affordable for your budget. The first payment will be due on June 1, 2008.

K4 Tuition – \$3,399.00 = 12 @ \$283.25 (no discounts for K4 student as an additional child in family)
Monday-Friday-8:30 a.m.-12:00 p.m. *No extended school available for K4 students*

Tuition: Elementary Students (K5-6th)

1st child - \$4,464.00 = 12 @ \$372.00
2nd child - \$3,876.00 = 12 @ \$323.00
3rd child - \$3,327.00 = 12 @ \$277.25

Tuition: Secondary Students (7th-12th)

1st child - \$4,692.00 = 12 @ \$391.00
2nd child - \$4,107.00 = 12 @ \$342.25
3rd child - \$3,555.00 = 12 @ \$296.25

Each additional elementary student (K5-6th) \$1,842.00 = 12 @ \$153.50

Each additional secondary student (7th-12th) \$2,070.00 = 12 @ \$172.50

The oldest child in your family will be charged the “1st child fees.”

A 2% discount will apply to tuition paid in full by June 1, 2009. Tuition is non-refundable if you withdraw before the end of the school term. For this reason, it is advised for all that pay in full to purchase the tuition insurance.

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All extended school fees are based on 36 weeks of instruction and use. We are allowing you to divide this into 12 payments to make it more affordable for your budget. Students who are not in a monthly program will be charged \$10.00 per day for use. This fee is due at the time of drop-off for early school and at pick-up for after school.

12-month extended school fees. June 1 – May 1

1st child full day (K5-12th)

extended school am	\$642.00 per year = 12 @ \$53.50
extended school pm	\$1,284.00 per year = 12 @ \$107.00
extended school am & pm	\$1,932.00 per year = 12 @ \$161.00

2nd child full day (K5-12th)

extended school am	\$516.00 per year = 12 @ \$43.00
extended school pm	\$1,026.00 per year = 12 @ \$85.50
extended school am & pm	\$1,548.00 per year = 12 @ \$129.00

3rd child full day (K5-12th)

extended school am	\$426.00 per year = 12 @ \$35.50
extended school pm	\$816.00 per year = 12 @ \$68.00
extended school am & pm	\$1,236.00 per year = 12 @ \$103.00

* **Families who sign up after July 1** for participation in extended school will be placed on a 9-month payment schedule (Aug-April). Each month's payment is due in advance of usage.

9-month extended school fees due in advance of use. August 1 - April 1

1st child full day (K5-12th)

extended school am	\$643.50 = 9 @ \$71.50
extended school pm	\$1,284.75 = 9 @ \$142.75
extended school am & pm	\$1,928.25 = 9 @ \$214.25

2nd child full day (K5-12th)

extended school am	\$517.50 = 9 @ \$57.50
extended school pm	\$1,026.00 = 9 @ \$114.00
extended school am & pm	\$1,548.00 = 9 @ \$172.00

3rd child full day (K5-12th)

extended school am	\$427.50 = 9 @ \$47.50
extended school pm	\$819.00 = 9 @ \$91.00
extended school am & pm	\$1,237.50 = 9 @ \$137.50

FALL SPORTS (7th - 12th grade only): Fees due by August 3, 2009

Soccer (boys only) \$100.00 per student (\$115.00 per student if paid after Aug. 3)
(Additional charges may occur when the season begins.)

Volleyball (girls only) \$100.00 per student (\$115.00 per student if paid after Aug. 3)
(Additional charges may occur when the season begins.)

WINTER SPORTS (7th - 12th grade only): Fees due by November 2, 2009

Basketball – (boys & girls) \$100.00 per student (\$115.00 per student if paid after Nov. 2)
(Additional charges may occur when the season begins.)

Cheerleading – 7th – 12th grade (girls only) – \$40.00 per student (\$60 per student if paid after Nov. 2)

SPRING SPORTS (7th - 12th grade only): Fees due by February 12, 2010

Baseball (boys) & **Softball** (girls) \$100.00 per student (\$115.00 per student if paid after Feb. 12)
(Additional charges may occur when the season begins.)

Students participating in sports who are not in PE class will need to purchase the PE uniform for sports practice from Buckhead Uniforms.



OLD SUWANEE BAPTIST CHURCH, INC. AND CHRISTIAN SCHOOL ENROLLMENT CONTRACT 2009-2010 SCHOOL YEAR

Family Last name _____
1st Child's name/grade _____
2nd Child's name/grade _____
3rd Child's name/grade _____
4th Child's name/grade _____

The undersigned, jointly and severally, agree to be bound by the terms and provisions of this Enrollment Agreement regarding the enrollment of the above named child/children in Old Suwanee Christian School ("School" or "OSCS") for the 2009-2010 academic year as follows:

1. Effect of Agreement. This Agreement shall serve as an enrollment reservation and, when accepted by the School, as an enrollment contract for the year.

2. Tuition and Fees Payment Schedule

* Non-refundable Processing Fee(s) \$ _____ \$400 1st child, \$350 each additional child

* Non-refundable Tuition Insurance Fee \$ _____ (3.5% of total tuition - see fee schedule)
(Insurance required with OS CS extended payment plan)

TOTAL fees \$ _____

Less applicable discount (s) \${ _____ }

Total Due Now \$ _____

Total Tuition \$ _____ \$ _____

Total Extended Care \$ _____ \$ _____

[Please select one of the following payment options by placing a check mark by your choice below and initialing beside it]

___ Initial: _____ Regular Payment: I/We will pay the "Balance" in full no later than June 1, 2009.

___ Initial: _____ Extended Payment: I/We would like to finance the balance by making payments from June 2009 through May 2010. I/We enclose the tuition payment program application, which must be completed and returned with this agreement.

3. Enrollment Deposit. The non-refundable processing fee(s) and tuition insurance fee(s) must be received by the school along with this Agreement in order to secure a place for your child in the school for the next academic year.

4. Tuition Insurance. It is imperative that line A or B below is checked and initialed. (Mandatory for monthly payments)

I understand that the Tuition Insurance Plan is being made available to me at this time to assure the payment of my financial obligation under the terms of this Agreement. This insurance program insures tuition (prepaid and due) in the event of a separation according to the terms of the policy. I have received and read the brochure detailing the terms and conditions of coverage provided by this Plan.

___ Initial: _____ A. Yes, I accept and wish to participate in the Tuition Insurance Plan. I understand that the premium due is 3.5% of the total amount of tuition due at the time this Agreement is submitted. I authorize the School to process and collect any claim payment to which I am entitled under the Tuition Insurance Plan and credit it to my account, paying any excess to me. I agree to pay the School the Balance that remains unpaid, if any, after payment by the Plan is credited to my account within 30 days after receipt of a final itemized bill.

___ Initial: _____ B. No, I decline. I choose to pay the tuition in full and do not wish to participate in the Tuition Insurance Plan. I understand that no refund or cancellation of the tuition will be made by the School for any reason. I understand that if I do not make full payment on or before June 1, 2009 my child's name will be removed from the class roster without further notice.

5. Late Fees & Penalties. You are obligated to make each and every payment when and as it becomes due and in accordance with the terms and conditions of this Agreement without any written reminders to do so. A \$50.00 late fee will be charged for payments received more than ten (10) days after the due date. Payments more than thirty (30) days in arrears will be subject to an additional finance charge of 1.75% (annual percentage rate of 21%). A fee of \$30.00 will be assessed for all checks or debits returned by your bank as unpaid. After two returns, you will be required to make all future payments by cash or money order.

6. **Policy on Non-Payment.** If at any time your account is more than forty-five (45) days past due, the School will terminate services to your children. In the event of the termination of services, you remain obligated for the entire Balance due. If tuition payments or other fees (extended school, clubs, etc.) for the academic year have not been paid in full by May 31, 2010, your children will not be permitted to enroll in the next academic year. Payments will always be applied to late fees first, then to the other charges due. The School shall have the right to legal action for collection of school fees, and parents will be responsible for all costs of collection, including court expenses and reasonable attorney's fees.
7. **Conditional Enrollment.** Continued enrollment at the School is conditional upon compliance by both you and your child with all School policies, rules and regulations. The privilege of re-enrolling a child already attending the School is also conditional upon the child's satisfactory completion of the previous academic year.
8. **Phone and Picture Permission:** CIRCLE CHOICES I/We hereby (give / do not give) permission for my/our child/children to participate in a class telephone list. This information is completely voluntary and no one is required to participate. This list will only be circulated to the families that choose to participate and will not be released to anyone outside the classroom. Please understand that if you choose not to participate, you will not receive a phone list. I/We hereby (give / do not give) permission for the School to use pictures taken of my/our child/children for School purposes only. The School may use them in brochures, for their programs or for the church and school website. The teachers may also use them for various crafts. I/We hereby (give / do not give) the school permission to include my/our child/children's name(s) in connection with news articles pertaining to school programs and all activities.
9. **Handbook Clause Agreement.** I/We have carefully read studied, and understand each paragraph of the handbook and all addenda thereto and hereby agree to abide by all policies and statements contained therein. Old Suwanee Christian School reserves the right to modify, add or delete policies at any time the administration deems necessary.
10. **Doctrine.** OSCS Bible classes are taught from the King James Version of the Bible. Every class is taught from our Baptist Doctrine with the intent of leading every student to a salvation experience through our Lord Jesus Christ. Doctrine will not be debated at Old Suwanee Christian School.
11. **Permission.** I/We hereby grant permission to OSCS to correct my/our child/children and take disciplinary action whenever necessary. I/We also hereby grant permission for my/our child/children to attend school-sponsored trips and activities.

I/We wish to enroll my/our Child/Children in the Old Suwanee Christian School for the full academic year. I/We accept the policies governing enrollment, payment of tuition, and withdrawal set forth in this Agreement.

I/We, hereby agree to release and hold harmless Old Suwanee Baptist Church, Inc. and Christian School, their agents and employees from all claims, damages or other liabilities for injuries to my/our child/children which are not the result of gross negligence by the School, its agents or employees. The undersigned also agrees to indemnify the School for damages caused by my child/children.

This contract shall be interpreted in accordance with the laws of the State of Georgia.

My signature below affirms that I have read, understand and accept the terms and conditions of this Agreement.

OSCS admits students of any race, color, national and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

Signature of BOTH Parents or Guardians Financially Responsible for Student(s):

Signature	Parent/Guardian (print)	Date	Social Security Number
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Signature	Parent/Guardian (print)	Date	Social Security Number
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NOTARY PUBLIC: _____ (Seal required)

OFFICE USE ONLY: -----

Payment submitted includes: \$_____ Non-Refundable Processing Fee(s)

\$_____ Non-Refundable Tuition Insurance Fee(s)

\$_____ other - explain: _____

Paid by: Check # _____ or Cash/M.O. _____ Total \$ received _____

Accepted by: (OSCS staff) _____ Date _____

The Tuition Insurance Plan

What is tuition insurance?

Every year many students have to withdraw from private schools for one of the following reasons:

- Personal
- Medical
- Change of objective
- Death in the family
- Disciplinary dismissal
- Academic failure
- Financial difficulties
- Emotional problems
- Job transfer

When you enroll at the school, your financial obligation is for the full annual tuition cost as stated on the enrollment contract. Since the school expenses are incurred on an annual basis, the school cannot afford to refund tuition costs in case the student has to withdraw from the school.

To assist both families and the school, we require tuition insurance. The purpose of the insurance is to ensure the school can continue to honor its commitments during the school year. Also, it provides protection to the families involved. If a student has to withdraw from school, the tuition insurance will satisfy the student's financial obligation subject to its terms, conditions, and limitations.

The cost of the tuition insurance is included in the enrollment contract. It is due at enrollment. The cost this year is 3.5% of the tuition cost.

Plan Benefits

A. Medical Absence or Withdrawal

We will pay **100%** of the unused yearly insured cost provided a medical condition causes the student to withdraw from school or to be absent for 30 or more consecutive days. Benefits accrued from the first day of medical absence.

$$\frac{100\% \text{ of (Days absent x Yearly Insured Cost)}}{\text{Actual Calendar Days in the School Year}}$$

We will pay **60%** of the unused yearly insured cost provided an emotional/mental disability, causes the student to withdraw from school or to be absent for 30 or more consecutive days.

$$\frac{60\% \text{ of (Days withdraw x Yearly Insured Cost)}}{\text{Actual Calendar Days in the School Year}}$$

We will pay **100%** of the yearly insured cost (prorated for every school day lost) when a school closure is issued by the Local Health Authority.

$$\frac{100\% \text{ of (Days closed x Yearly Insured Cost)}}{\text{Actual Calendar Days in the School Year}}$$

B. Non- Medical Withdrawal

We will pay 60% of the unused yearly insured cost.

$$\frac{60\% \text{ of (Days withdrawn x Yearly Insured Cost)}}{\text{Actual Calendar Days in the School Year}}$$

Initial: _____

C. Dismissal

We will pay **75%** of the unused yearly insured cost.

$$\frac{75\% \text{ of (Days withdraw* x Yearly Insured Cost)}}{\text{Actual Calendar Days in the School Year}}$$

Period of Coverage

Medical: From August 1 through the last day of the academic year.

Non-Medical: From August 1 through the last day of the academic year.

Late Entering Students: For students who begin after school starts, both the medical coverage as well as the non-medical coverage begins on the student’s first day of class.

Note: Any medical benefits will stop upon enrollment in any school or employment.

Definitions

The “**academic year**” begins with the first day of formal instruction and ends with graduation ceremonies.

“**Medical absence or medical withdrawal**” means a complete, involuntary absence from classes due to an order issued by a certified medical professional unrelated to the student.

“**Non-medical withdrawal**” means a complete, voluntary absence from classes for the remainder of the school year.

“**Dismissal**” means a complete, involuntary removal from classes by school officials due to academic or disciplinary reasons for the remainder of the school year.

Not Covered Under the Plan

The following exclusions apply to medical absence or withdrawal:

1. war or any act of war or terrorism
2. taking part in a riot
3. pregnancy and/or childbirth
4. use of and drug, narcotic or agent which is similarly classed or has similar effect unless given by and while under the care of a doctor
5. suicide or intentionally self-inflicted injury or self-inflicted sickness
6. alcoholism or use of alcohol
7. nuclear reaction, radiation or radioactive contamination
8. failure to attend classes for any reason other than injury or sickness
9. injury or sickness for which medical care was received within 180 days prior to the effective date.

The following exclusions apply to non-medical withdrawal or dismissal:

1. being inducted into the armed forces
2. any hostile or warlike action or terrorism
3. rebellion, riot or civil commotion
4. any order of a de jure or de facto governmental or sovereign power directed to the student
5. nuclear reaction, radiation or radioactive contamination
6. destruction of any school facility due to any cause
7. inability of the school to operate and provide formal academic instruction including closure for any reason
8. temporary non-medical absences, suspensions, changes from resident to day status or schedule reductions
9. boycotting of classes by the student
10. completion of academic requirements or early graduation

Initial: _____

OLD SUWANEE CHRISTIAN SCHOOL
(A MINISTRY OF OLD SUWANEE BAPTIST CHURCH, INC.)
2009-2010 TUITION PAYMENT PROGRAM ENROLLMENT FORM

PARENT OR GUARDIAN INFORMATION:

Please **PRINT** clearly (Account information will only be provided to persons listed below)

First Name _____ Last Name _____

First Name _____ Last Name _____

Address _____

City _____ State _____ Zip _____ - _____

Social Security Number _____ Relationship to student(s) _____

Daytime telephone number (include area code) _____

STUDENT INFORMATION: Please **PRINT** clearly the names of all students attending OSCS to be enrolled in the Tuition Payment Program

Name _____ Grade 09/10 _____

Name _____ Grade 09/10 _____

Name _____ Grade 09/10 _____

Name _____ Grade 09/10 _____

PAYMENT FREQUENCY: *Choose one*

_____ 12-month plan-June through May _____ 2 payment plan-July and December

_____ 4 payment plan-July, October, January & April

PAYMENT DUE DATE: All payments are due on the 1st of each month.

PAYMENT METHOD: *Choose one* (Check and initial)

_____ Initial: _____ Automatic deduction from your bank account - *Complete* a Debit Authorization Form

THIS WOULD PREVENT ANY LATE FEES DUE TO DELAY IN MAIL, ETC...

_____ Initial: _____ Monthly Payments: You understand you **will not** receive a monthly statement by mail.

You understand that your payment is due on the 1st of the month.

SIGNATURE: I have read and agree to the terms and conditions on the reverse side of this form. I also agree that the school may automatically re-enroll me in the OSCS Tuition Payment Program for each subsequent school year that I have a child attending the school, unless I contact the school to make other arrangements.

IF I have selected payment by automatic deduction, I authorize you to pay and charge to my account any drafts and debits drawn on my account by Old Suwanee Baptist Church & Christian School provided my account has sufficient funds to cover such debits. I further agree that your treatment of such orders will be the same as if I personally signed or initiated the debit or draft and that this authority will remain in effect until you receive my written instruction to cancel this service. In addition, I agree that if any such draft or debit is dishonored, for any reason, you shall have no liability. Furthermore, I agree that the information contained on this form may be disclosed to the financial institution from which my payments will be deducted.

Parent or Guardian Signature

Date

Second signature (if automatic deduction from joint bank account)

Privacy Policy and Terms and Conditions:~ OVER ~~~~~

PRIVACY POLICY: Your privacy is important to Old Suwanee Baptist Church, Inc. & Christian School. To protect the privacy of your nonpublic, personal information, we have adopted a Privacy Policy, which we summarize below.

- ❖ We collect the information on this form and information about how and when you pay your tuition.
- ❖ We use the information to process your tuition payments and to help us identify you when you call us.
- ❖ We do not disclose any nonpublic personal information about our customers or former customers to anyone, except as permitted by law.
- ❖ We maintain physical, electronic and procedural safeguards that comply with federal standards to safeguard your information. We permit only authorized-trained employees to have access to your information. We require that third parties that have access to your information adopt similar procedures.

OSCS admits students of any race, color, national and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

TERMS AND CONDITIONS:

- ❖ LATE CHARGE: A late charge of \$50.00 will be assessed to your account if any payment is not received within 10 days from the payment due date. (The 1st of each month a payment is due.)
- ❖ DISHONORED PAYMENT: A returned check fee of \$30.00 will be assessed to your account for any debits or checks returned by your bank unpaid. Returned checks will not be redeposited. If your bank refuses any automatic deduction, a fee of \$30.00 will be assessed to your account.

OLD SUWANEE CHRISTIAN SCHOOL
4118 Old Suwanee Road
Buford, GA 30518
(770) 945-5451

SCHOOL REQUIREMENTS FOR 2009-2010

GIRLS (K4 - 6TH GRADES)

CHAPEL DAY LOWER GRADES – WEDNESDAY

JUMPERS	Plaid Jumper (Style #172) (Color #57) (K4 - 6th Grades) (Required for Chapel) Khaki Jumper (Style#172) - Optional (Jumpers Must Be to the Bottom of the Knee)
SKIRTS	Plaid Skirt (Style #134) (Color #57) (5th-6th Grades Only) (Optional) (May be worn for Chapel) Khaki Skirt (Style #143) (5th - 6th Grades Only) (Optional) (Skirts Must Be to the Bottom of the Knee)
CULOTTES	Plaid Culottes (Style #136) (Color #57) – (Optional) Culottes may not be worn for Chapel. Acceptable for classroom wear (except Wednesday). Preferred for P.E. (Culottes must be to the bottom of the knee)
BLOUSES	Blue Short or Long Sleeve Peter Pan Blouse (Required for Chapel) (Worn only with Jumpers) Blue Short or Long Sleeve Oxford Cloth Blouse (5th - 6th Grades Only) (Optional) (Required for Chapel if wearing skirt)
SHIRTS	Navy, Light Blue or Yellow Short or Long Sleeve Pique Knit Shirt with School Logo Navy Short or Long Sleeve Knit Overblouse with School Logo
*SWEATERS NEW	Navy Sweater (Any Style) with Embroidered School Monogram Navy Hooded Cardigan with Embroidered School Monogram
*SWEATSHIRTS NEW	Navy Crew Sweatshirt with Embroidered School Monogram Navy Zip Hooded or Pullover Hooded Sweatshirt with Embroidered School Monogram
*JACKETS NEW	Navy Half-Zip or Full-Zip Fleece Jacket with Embroidered School Monogram Navy Nylon Jacket (Any Style) with Embroidered School Monogram Navy Evolux Fleece Jacket with Embroidered School Monogram
SOCKS	Matching Solid Color Ankle Crew or Knee Length Socks (Navy, Khaki, Yellow or White)
TIGHTS	White or Navy Tights
SHOES	Dark Brown, Black or Tan Bucs, Merrell, Sperry Topsiders, or Mary Jane Shoes (No Saddle Oxfords) Solid White or Black Athletic Shoes (Required for gym) (Acceptable for classroom) All shoes must have non-marking soles.
HAIR ACCESSORIES	#57 Plaid or Navy Headband, Scrunchie or Bow on Barrette (Optional)
T-SHIRTS	Ash Short Sleeve or Long Sleeve T-Shirt with School Logo (Allowed for P.E. for grades 4-6 only) (optional)

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PARENTS, PLEASE REPLACE FADED OR DAMAGED UNIFORMS BECAUSE THEY ARE NOT PERMITTED AT SCHOOL.

(BOYS K4 — 6TH GRADES—SEE OTHER SIDE)

BUCKHEAD UNIFORMS

6311 ROSWELL ROAD, ATLANTA, GA 30328 (404) 303-8600

3700 B Satellite Blvd., Duluth, GA 30096 (770) 495-7274

1568 Southlake Parkway, Morrow, GA 30260 (678)422-9876

www.buckheaduniforms.com

OLD SUWANEE CHRISTIAN SCHOOL
4118 Old Suwanee Road
Buford, GA 30518
(770) 945-5451

SCHOOL REQUIREMENTS FOR 2009-2010

BOYS (K4 - 6TH GRADES)

CHAPEL DAY LOWER GRADES – WEDNESDAY

SLACKS	Khaki Pleated or Flat Front Slacks with Buckhead Logo (Required for chapel) Navy Pleated or Flat Front Slacks with Buckhead Logo (optional)
SHIRTS	Navy, Light Blue, Yellow Short Sleeve or Long Sleeve Pique Knit Shirt with School Logo (Navy Knit Shirt Required For Chapel) Blue Short Sleeve or Long Sleeve Oxford Cloth Shirt (Required for Participating in Fine Arts Festival in the spring, 4th — 6th Grades)
*SWEATERS	Navy Sweater (Any Style) with Embroidered School Monogram
*SWEATSHIRTS NEW	Navy Crew Sweatshirt with Embroidered School Monogram Navy Zip Hooded or Pullover Hooded Sweatshirt with Embroidered School Monogram
*JACKETS NEW	Navy Half-Zip or Full-Zip Fleece Jacket with Embroidered School Monogram Navy Nylon Jacket (Any Style) with Embroidered School Monogram Navy Evolux Fleece Jacket with Embroidered School Monogram
TIES	Navy with Gold Stripe Tie (#5) (Required for Participating in Fine Arts Festival in the spring, 4th — 6th Grades)
BELTS	Any Solid Black or Brown Belt (Braided or Khaki Stretch Belt Acceptable)
SOCKS	Matching Solid Color Socks (Navy, Black, Brown or White)
SHOES	Dark Brown, Black or Tan Bucs, Merrells, or Sperry Topsiders Solid White or Black Athletic Shoes (Required for gym) (Acceptable for classroom) All shoes must have non-marking soles.

T-SHIRTS	Ash Short Sleeve or Long Sleeve T-Shirt with School Logo (Allowed for P.E. for grades 4-6 only) (optional)
SWEAT PANTS	Navy Sweatpants (Allowed for P.E. for grades 4th-6th only) (Optional)

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(GIRLS K4 - 6TH GRADES--SEE OTHER SIDE)

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SCHOOL REQUIREMENTS FOR 2009-2010
GIRLS (7TH - 12TH GRADES)

SKIRTS	Navy Long Skirt (Style #1526-no belt loops) (Navy Skirt Required for Chapel) Khaki Long Skirt (Style #1526-no belt loops) (Khaki Skirt Required for Jr. High Fine Arts) Khaki or Navy Skirt (Style #143) (Optional) (Skirts Must be to Bottom of Knee)
BLOUSES	Blue Short or Long Sleeve Oxford Cloth Blouse (Required for Chapel) Blue Long Sleeve Oxford Cloth Shirt (Required for Jr. High Fine Arts)
SHIRTS	Blue, Yellow or Navy Short Sleeve or Long Sleeve Pique Knit Shirt with School Logo Navy Short Sleeve or Long Sleeve Knit Overblouse with School Logo
*SWEATERS NEW	Navy Sweater Vest with Embroidered School Monogram (Required for Jr. High Fine Arts) Navy Sweater (Any Style) with Embroidered School Monogram Navy Hooded Cardigan with Embroidered School Monogram
*SWEATSHIRTS NEW	Navy Crew Sweatshirt with Embroidered School Monogram Navy Zip Hooded or Pullover Hooded Sweatshirt with Embroidered School Monogram
*JACKETS NEW	Navy Half-Zip or Full-Zip Fleece Jacket with Embroidered School Monogram Navy Nylon Jacket (Any Style) with Embroidered School Monogram Navy Evolux Fleece Jacket with Embroidered School Monogram
SOCKS/TIGHTS	Matching Solid Color Ankle Crew or Knee High Socks (Navy, Khaki, White or Yellow) Navy or Neutral Hose Acceptable
SHOES	Black or Brown Dress or Conservative School Shoe (Bucs, Merrells, Sperry Topsiders, Loafers all acceptable) (Saddle Oxfords Not Allowed) All shoes must have non-marking soles. Dress shoes are required for special events.

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P. E. UNIFORMS –GIRLS (7TH - 12TH GRADES)

T-SHIRTS	Ash Short Sleeve or Long Sleeve T-Shirt with School Logo
CULOTTES – GIRLS	Navy Culottes (Style #136) (Culottes must come to the bottom of the knee)
SWEATSHIRTS	Navy Crew, Zip Hooded or Pullover Hooded Sweatshirt with Embroidered School Monogram (Sweatshirt Optional)
SHOES	Athletic shoes with non-marking soles

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(BOYS GRADES 7th-12th – SEE OTHER SIDE)

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Buford, GA 30518
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SCHOOL REQUIREMENTS FOR 2009-2010

BOYS (7TH - 12TH GRADES)

SLACKS	Charcoal Flannel Pleated Slacks (Required for Chapel) Khaki or Navy Pleated or Flat Front Slacks with Buckhead Logo
SHIRTS	Blue Short or Long Sleeve Oxford Cloth Shirt (Required for Chapel) Blue Long Sleeve Oxford Cloth Shirt (Required for Jr. High Fine Arts)
KNIT SHIRTS	Blue, Yellow or Navy Short or Long Sleeve Pique Knit Shirt with Embroidered School Logo
*SWEATERS	Navy Sweater (Any Style) with Embroidered School Monogram
*SWEATSHIRTS NEW	Navy Crew Sweatshirt with Embroidered School Monogram Navy Zip Hooded or Pullover Hooded Sweatshirt with Embroidered School Monogram
*JACKETS NEW	Navy Half-Zip or Full-Zip Fleece Jacket with Embroidered Monogram Navy Nylon Jacket (Any Style) with Embroidered Monogram Navy Evolux Fleece Jacket with Embroidered School Monogram
TIES	Navy w/Gold Stripe Tie (#5) (Required For Chapel)
BELTS	Any Solid Black or Brown Belt (Braided Belt Acceptable)
SOCKS	Matching Solid Color Crew or Dress Socks
SHOES	Black or Brown Dress or Conservative School Shoe (Bucs, Merrells, Sperry Topsiders, Loafers all acceptable) All shoes must have non-marking soles. Dress shoes are required for special events.

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P. E. UNIFORMS - BOYS (7TH - 12TH GRADES)

T-SHIRTS	Ash Short Sleeve or Long Sleeve T-Shirt with School Logo
SHORTS	Navy Mesh Shorts with School Logo (Must be to the Knee)
SWEATSHIRTS	Navy Crew, Zip Hooded or Pullover Hooded Sweatshirt with Embroidered School Monogram (Sweatshirt Optional)
SWEATPANTS	Navy Sweatpants (No Logo)
SHOES	Athletic shoes with non-marking soles

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(GIRLS GRADES 7th-12th - SEE OTHER SIDE)

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2009-2010 STUDENT DRIVER POLICY

1. Must have notarized parent's signature on the bottom of this form.
2. Must be a student in good standing at OSCS. (A student that accumulates 50 or more demerits may have their driving privilege revoked.)
3. Must get to school on time. (A student that accumulates 5 tardies in a quarter may have their driving privilege suspended or revoked.)
4. Must be a careful, safe driver.
5. Must park in the parking space assigned by the administration.
6. Must go directly from the car to the school and not sit in the car or loiter around it.
7. May only have riders from immediate family. (Except with special permission from the principal.)
8. May display only Christian items in or on the car.
9. May go to the car only when leaving school.
10. Must exit at the proper place and at the proper speed. (10 m.p.h.)
11. Must maintain passing grades. (C or above)
12. Under no circumstances will couples be allowed in cars.

I understand that OSBC and OSCS are not responsible for any damage, theft, or mishap to my car or anything in or on my car, nor will I hold them responsible for the above. I will abide by the policies in order to maintain this privilege. If I go against these policies, in the judgment of the administration, my privilege will be canceled for the year. I understand that the administration may change or add to these policies at any time.

Student's signature _____

Parent's signature _____

Notary Public _____
(Please affix seal)

Date _____

Principal _____

Permit # _____ Expiration _____

OLD SUWANEE CHRISTIAN SCHOOL

A ministry of Old Suwanee Baptist Church, Inc.
4118 Old Suwanee Road, Buford, Georgia 30518-4972

2009-2010 Pastoral Reference (Grades 7 – 12)

Dear Pastor,

_____ will be entering _____ grade and has applied for acceptance into Old
(Student's Name)

Suwanee Christian High School for the 2009-2010 term. Our current admissions policy requires a reference from the **Pastor or Associate Pastor** where the young person attends church. Please fill this form out carefully with information that you are, by association or observation, able to give. Pastor, if you are unable to fill in this information, you may seek the assistance of a youth pastor or Sunday school teacher.

Please complete and seal in the envelope provided. You may return the form by mail or the parent may return the form to us sealed in the envelope provided. This information will be kept confidential.

Re-enrollments: This letter must be returned to OSCS no later than May 1, 2009 or the student will be removed from the class roster.

New enrollments: This letter must be received before we can finalize your enrollment.

Thank you for your valuable time.

1. Does this young person desire spiritual growth and instruction? _____
2. Does this young person honor his/her parents? _____
3. Would this young person be happy in a school environment that is Christ centered and is intent on preparing them to serve God? _____
4. Could you trust this young person with your son or daughter, or the youth of your church? _____
5. Do they maintain a good reputation and testimony? _____
6. How faithful is he/she to your church? _____
7. Has this young person done anything to cause hurt and conflict among the youth or your church families? _____ If yes, has this been resolved (explain)?
8. Is there any further information about this young person that we need to know?

Church Name _____

Signed _____ Title _____ Phone _____
(Must be the Pastor or Associate Pastor)

Print Name Signed above _____ Date _____