



13000 Zekiah Drive  
Waldorf, Maryland 20601  
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[www.graceknights.org](http://www.graceknights.org)

## FINANCIAL ACKNOWLEDGEMENT

Grace Christian Academy  
13000 Zekiah Drive  
Waldorf, MD 20601

**I/we understand** that acceptance for enrollment at Grace Christian Academy (GCA) is for one year. All returning students must re-enroll and pay the appropriate fees each year to continue at GCA. New students are not considered enrolled at GCA until the application, all fees, and FACTS Tuition Management is finalized. Re-Enrolling students are not considered finalized until all fees are paid and we have received updated financial agreement and emergency contacts forms.

**I/we understand** that the application fee, FACTS fee, and the commitment fee are non-refundable. If I/we choose to withdraw my student(s) after paying these fees, I/we understand that these fees will not be refunded.

**I/we understand** that if I/we withdraw my student(s) at any time, I/we are responsible to pay the full tuition of the month in which my child withdraws and 100% of the remaining annual tuition and any outstanding fees due including before/aftercare fees, book fees, library fines, lunch fees, etc. (unless the school board deems the withdrawal legitimate). Any financial calculations, adjustments, repayments, or reconciliations relating to discounts will be calculated only up to the students' final date in school. No discount entitlement applies beyond withdraw date.

**I/we understand** that if my account is delinquent, it will be sent to a collection agency. I/we understand that I/we are responsible for any fees charged by the collection agency, attorney and/or court fees in addition to the balance due Grace Christian Academy of Maryland. I/we understand that report cards, transcripts and recommendations may be delayed if my financial account with FACTS or RenWeb is delinquent.

**I/we understand** that GCA operates as a business and needs its families to pay tuition and other fees in a timely manner to meet its own financial obligations. Therefore, I/we understand that if my tuition is 60 days past due, it may result in the dismissal of my student(s) from GCA.

**I/we understand** that in the event my student(s) leaves GCA and I/we have not paid for all tuition and fees, records and transcripts will not be released to the new school until the account is paid in full.

I/we acknowledge that I/we have read and understand the Financial Agreements.

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Signature

Date

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Signature

Date

\*\*\* It is recommended that you fully familiarize yourself with the information regarding GCA's financial policy which may be found in the Parent/Student Handbook on our website [www.graceknights.org](http://www.graceknights.org).

Revised 2/4/2026 (subject to changes)