

Each child's education develops their philosophy of life. The belief system they develop at an early age will be the driving force in their lives and influence every decision that they make in life. Choosing Christian education is a worthy investment.

- DIRECTIONS:** 1. Fill out packet and return to the school office with registration fee.
2. Please keep the schedule of fees and the dress code policies for your home records.



2019-2020

ENROLLMENT CONTRACT

In what grade do you expect your child to be this fall? (circle one)

K4 K5 1 2 3 4 5 6 7 8 9 10 11 12

Student's Name: _____ Age: _____ Gender: _____

Address: _____ DOB: _____

City/State: _____ Zip: _____

Home Phone Number: _____ Child's Social Security Number: _____

Student's Cell Number: _____ Student's Email: _____

Father's Name: _____

Father's Occupation: _____ Father's Work # _____

Father's Employer: _____

Father's Home #: _____ Father's Cell #: _____

Mother's Name: _____

Mother's Occupation: _____ Mother's Work #: _____

Mother's Employer: _____

Mother's Home #: _____ Mother's Cell #: _____

Family E-mail: _____

Who is legally responsible for this child: (check one)

☐ Mother ☐ Father ☐ Both ☐ Other _____

Contact:

How did you hear about ETCS? _____

If you were referred to ETCS by another parent or a teacher, please indicate who on the line provided.

Emergency Information:

Emergency Phone numbers- 2 names & phone numbers required (OTHER THAN PARENTS)

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Authorized Pick Up:

Please list (**OTHER THAN PARENTS listed**) who is authorized to pick up your student from East Texas Christian School.

NAME: ADDRESS: PHONE# RELATIONSHIP DL#

1. _____
2. _____
3. _____

SPECIAL INSTRUCTIONS: _____

Health Information:

Physician Name: _____ Phone: _____

Address: _____ City/State: _____ Zip: _____

Identify any physical problems: _____

Answer **Yes** or **No** to the following questions: Allergies: ____ Yes ____ No If yes, please list allergies

List any hearing, vision, or health problems: _____

Does your student take daily medication? ____ Yes ____ No If yes, what kind? _____

Do you have Health Insurance on your child? ____ Yes ____ No If yes, what is the name of the Insurance company? _____

Hospital Preferred if possible: _____

READ AND INITIAL ALL OF THE FOLLOWING:

- _____ 1. I understand that any medication (including aspirin, Tylenol, etc.) given to a student at school must be labeled with the student's name, be in its original container with directions for dispensing it provided by us, the parent(s), and must be accompanied by a parent permission slip.
- _____ 2. In the event of an emergency, I authorize the administration of East Texas Christian School to take whatever steps may be necessary to obtain emergency medical care for my student.
- _____ 3. I authorize area hospitals to give emergency medical care and release the physician on duty to treat my student.
- _____ 4. I also give my permission for my student to participate in all school activities, including sports, field trips, and school sponsored trips away from the school premises. I absolve East Texas Christian School and its representatives from liability to us or to our student because of any injury at school or during any school activity.
- _____ 5. I agree to abide by the "Parent Cooperation Agreement."
- _____ 6. I hereby **do** ____ **do not** ____ give permission for corporal punishment to be administered to my student whenever deemed appropriate by school officials. I understand that I will be contacted by phone or in writing whenever corporal punishment is administered, but not necessarily before administration of punishment.
- _____ 7. I agree to the "Honor Code" that my student and I have signed.
- _____ 8. **I have read the handbook and agree to abide by it.** *This can be found at etcshchargers.com*
- _____ 9. I agree to allow my student's photo/likeness to be used in the yearbook, in TV Media, and/or other publicity purposes.

OFF CAMPUS LUNCH PERMISSION – IN THE 11TH AND 12TH GRADES ONLY

I give permission for my child, _____, to leave the campus of ETCS during the lunch hour on designated days with the understanding that ETCS is released from any liability in connection with his/her lunch travel. I understand that this privilege can and will be taken away if he/she is tardy for the next class or fails to check in and out in the office.

Signature of Parent _____ Date: _____

Immunizations Records:

State law requires a doctor's record showing that your child has current immunization against Diphtheria/Tetanus/Pertussis, polio, measles/ mumps/rebella, varicella (chicken pox), and Hepatitis A and B. MCV4 is required for 7th grade. Proof and fulfillment of immunizations may be shown by a certificate of immunization, evidence of previous infection, or by serologic confirmation of immunity to the specific infection. **PLEASE UPDATE ANY NEW SHOT RECORDS BY SENDING COPIES TO THE OFFICE.** ETCS fax is 903-619-0349. *Students will not be enrolled without updated shot records or ORIGINAL certificate of conscious objection.*

Home Church:

Church: _____ Denomination: _____

Pastor: _____ Area of service or ministry: _____

Lead person at church in area volunteering: _____

Volunteering:

Please circle the following areas you would be willing to volunteer in for the upcoming school year.

Auction

Teacher Aide

Office Aide

Field Day

Library

Room Mom

Field Trip Driver

Other: _____

Other Children In The Home:

	NAME	BIRTHDATE	GRADE	SCHOOL ATTENDING
1.				
2.				
3.				

School Information:

List the last schools the student has attended:

1. _____
2. _____
3. _____

PLEASE CIRCLE YES OR NO BELOW.

YES OR NO 1. Has your student ever been tested for a learning disability? If yes, explain fully including where and when tested:

YES OR NO 2. Has your student ever been retained or repeated a grade? If so, what grade?

YES OR NO 3. Has your student ever been expelled from a school?

AFFIRMATION:

By the signature(s) below, I (we) do affirm our intention to register the student named at the beginning of this form in East Texas Christian School, Longview, Texas, for the applicable school year. This includes adhering to the stated school policies for parents of ETCS students and complying with all the financial requirements as indicated on the following page.

Signature of Parent _____ Date: _____

Signature of Parent _____ Date: _____



FIELD TRIP PERMISSION FORM

I, _____ the parent and/or legal guardian of

_____, a minor, hereby give my student permission to go on any field trip with East Texas Christian School.

In the event there arises an emergency, or the need of medical or surgical attention, I hereby consent and give my permission to the teacher, supervisor, the sponsors of the group, or any attending physician to make such decisions and to perform such medical treatments and/or surgery upon my student which may in their sole discretion be necessary and proper under the circumstances.

I, the parent and/or guardian of _____, a minor, do release and discharge the sponsors of East Texas Christian School, or any persons associated with East Texas Christian School, from any and all actions, damages, and/or liabilities, arising out of the treatment of any sickness or accident incurred by my student.

Parent/ Guardian Signature

Date

Address

City, State, Zip

Phone

Before I am approved as an ETCS driver, I understand I must submit a valid driver's license, current insurance card and complete a background check.

Parent/ Guardian Signature

Date

PARENT COOPERATION AGREEMENT



PARENT/STUDENT HONOR CODE

The vision of East Texas Christian School is to provide a course of study consistent with the Christian faith in order that committed students might be grounded in Biblical truth and wisdom, and prepared to become future Christian leaders in our society.

Two commitments are expected from every student and parent at East Texas Christian School:

1st and foremost, a commitment to our Lord Jesus Christ

2nd a commitment to the vision of East Texas Christian School

1. Because we are ambassadors for Jesus we believe that any negative behavior outside the school will reflect on the school and more importantly on Jesus. Therefore, if you participate in an unacceptable activity outside of school, it can result in your suspension or expulsion from ETCS. (This includes unacceptable activity on social media)
2. Although our standards are higher than those you will find in the world, we believe that the only reason a student should fail is either a learning disability or indifference. Therefore, a student who is failing two or more consecutive six weeks could be suspended or expelled.
3. Repeated behavioral problems will not be tolerated. Repeated referrals will result in suspension or expulsion.

I, as a student at East Texas Christian School, have read the Parent/Student Handbook. I agree to follow the guidelines as set forth in the handbook. I will comply with the discipline and uniform policies of East Texas Christian School. I understand that non-compliance with these guidelines may result in suspension or expulsion from East Texas Christian School.

Student Signature

Date

I/we as parent(s) or guardians have read the Student Handbook.

I/we as parent(s) or guardians also understand the vision of East Texas Christian School and agree to support my son/daughter in this endeavor.

I/we as parent(s) or guardians agree also to follow the scriptural guidelines for handling offenses found in Matthew 18 and enunciated in the Student Handbook.

Parent Signature

Date

Parent Signature

Date



Student Computer Acceptable Use Policy

All students and their parent/guardian must sign this agreement before the student can gain access to any ETCS computers or the ETCS network. This document is valid for the duration of the student's tenure at ETCS.

Students are expected to follow all guidelines stated below as well as those given orally by ETCS staff. They are to demonstrate ethical behavior in all computer facilities. Students are expected to realize that it is a privilege to use the computer facilities and the network at ETCS. Furthermore, students should be aware that computer and network use is logged and is subject to administrative monitoring/review at any time.

Any actions that might harm the computer equipment or software, or impair its effective use, or showing disregard for the following proper procedures on the computers/network will not be tolerated.

Computer/Network Guidelines and Policies

1. The user agrees again to follow the basic Code of Conduct outlined in the ETCS Parent/Student Handbook.
2. The user agrees to allow their computer/network usage to be monitored and reviewed to ensure all guidelines and policies are met.
3. The user agrees not to operate the computer/network for illegal purposes of any kind.
4. The user agrees not to interfere with or disrupt users, services, or equipment.
5. The user agrees not to knowingly spread viruses.
6. The user agrees not to participate in chat rooms or instant messaging of any kind.
7. The user agrees not to download any programs, files, games, software, etc., without permission from the teacher/administrator.
8. The user agrees not to access or seek to access any offensive, profane, defamatory or pornographic material.
9. The user agrees not to use the computer/network for any commercial or financial gain or fraud. The student or parent/guardian will be held responsible for the any fees or fines accrued if this policy is broken, not ETCS.
10. The user agrees not to abuse any of the equipment (software or hardware) by defacing, vandalizing, or degrading the performance of the computer/network.
11. The user agrees that email accounts WILL NOT be used at ETCS.
12. The user agrees not to use the internet to plagiarize material.
13. ETCS uses an internet filter program, there is still the unfortunate possibility that offensive material could slip through. **In this event, the user will inform the teacher/administrator immediately of this material so it can be added to the blocked site list and remove any suspicion of the user seeking the material on purpose.**
14. Student use of personal laptop computers, Internet accessible cell phones, PDA's, and other similar devices is limited to specific and approved applications in the classroom or other supervised activities with instructor or administrative knowledge and consent. These limits shall include the accessing of the school's wireless networking capabilities on a case-by-case review. The policies stated in this document relating to the use of

the school's computer and computer network are also in force with regard to the use of the devices listed in this paragraph. Any noncompliance will be dealt with as described below.

15. Any items to be printed utilizing the printers on the school's computers and computer network (whether wireless or not) is limited and allowable only with appropriate instructor consent.

Failure to adhere to any of these guidelines will result, at a minimum, in a referral, with possible additional consequences according to ETCS Discipline Policies as set forth in the ETCS Parent/Student Handbook. This could include suspension or expulsion. Physical damage to ETCS computer equipment and/or the computer network, including equipment adjustments without administrative or instructional consent and/or supervision, will result in the student's failure of computer class in which they are currently enrolled.

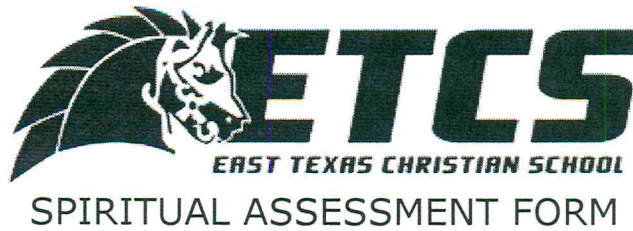
ETCS believes that technology and the World Wide Web can add valuable resources, instruction, and perspective to your child's education. While there are immeasurable benefits, ETCS is aware of the dangers and is attempting to provide a safe place to access the internet. We are committed to provide your student with a safe and profitable experience as they enhance their education with the World Wide Web.

This document is valid for the duration of the student's tenure at ETCS.

By signing this form, I agree to the above guidelines and policies:

Student: _____ **Date:** _____

Parent/Guardian: _____ **Date:** _____



Name: _____ Grade: _____

- | | | | |
|---|-----|----|---------|
| 1. I have accepted Jesus as Lord and Savior of my life. | Yes | or | Not Yet |
| 2. I have been baptized by water. | Yes | or | Not Yet |

Check the blank that best describes your life right now.

	Always	Most of the time	Sometimes	Never
1. I read my Bible every day.	_____	_____	_____	_____
2. I pray every day.	_____	_____	_____	_____
3. I praise and worship God.	_____	_____	_____	_____
4. I listen to God's guidance and try to follow it.	_____	_____	_____	_____
5. I am obedient to my parents, teachers, and others in authority.	_____	_____	_____	_____
6. I go to church at least once a week	_____	_____	_____	_____
7. I put other's needs before my own.	_____	_____	_____	_____
8. I want to grow closer to God.	_____	_____	_____	_____
9. I let God control my words and actions.	_____	_____	_____	_____
10. I ask God's help when I have problems.	_____	_____	_____	_____

I HAVE ANSWERED ALL THE ABOVE QUESTIONS TRUTHFULLY.

Student Signature

Date

Parent or Guardian Signature

Date

CONFIDENTIAL REFERENCE FORM - PREVIOUS TEACHER

STUDENT'S NAME: _____

APPLYING FOR GRADE: _____

This student is applying to East Texas Christian School. We would appreciate your appraisal of this student, based on your experience with him or her in the previous school year.

PLEASE RETURN THE COMPLETED FORM DIRECTLY TO EAST TEXAS CHRISTIAN SCHOOL,
PO Box 8053, Longview, Texas 75607, AS SOON AS POSSIBLE.

Thank you for your help.

Please place a mark in the column that best describes the student:

	Excellent	Above Average	Average	Needs Improvement
CHARACTER:				
Respect for Authority	_____	_____	_____	_____
Integrity	_____	_____	_____	_____
Responsibility	_____	_____	_____	_____
Concern for others	_____	_____	_____	_____
General citizenship	_____	_____	_____	_____
ACADEMICS:				
Work Habits	_____	_____	_____	_____
Initiative	_____	_____	_____	_____
Independence	_____	_____	_____	_____
Achievement in relation to ability	_____	_____	_____	_____
PERSONAL QUALITIES:				
Friendliness	_____	_____	_____	_____
Emotional stability	_____	_____	_____	_____
Maturity	_____	_____	_____	_____

Particular Strengths _____

Particular Weaknesses (if any) _____

Any Additional Comments _____

Name of Teacher _____

Date _____

Name of School _____

Subject taught _____



CONFIDENTIAL REFERENCE FORM - PASTOR

PARENT'S NAME: _____

STUDENT'S NAME: _____

This student is applying to East Texas Christian School. We would appreciate your appraisal of this student and the family, as they relate to your church.

PLEASE RETURN THE COMPLETED FORM DIRECTLY TO EAST TEXAS CHRISTIAN SCHOOL,
PO Box 8053, Longview, Texas 75607, AS SOON AS POSSIBLE. Thank you for your help.

Please place a mark in the column that best describes the applicant:

	Excellent	Above Average	Average	Needs Improvement
CHARACTER:				
Respect for Authority	_____	_____	_____	_____
Integrity	_____	_____	_____	_____
Responsibility	_____	_____	_____	_____
Concern for others	_____	_____	_____	_____
PERSONAL QUALITIES:				
Friendliness	_____	_____	_____	_____
Emotional stability	_____	_____	_____	_____
Maturity	_____	_____	_____	_____

Please mark what best describes the *family's* involvement in your church:

They attend church... ☐ very regularly ☐ somewhat regularly
 ☐ occasionally ☐ rarely

Your evaluation of the *family's* spiritual maturity:

☐ very mature ☐ average
☐ developing ☐ weak

How long have you known this family? _____

If you have any additional comments to make concerning the student or the family, please do so below.

Your Name (PLEASE PRINT) _____

Signature _____ Date _____

Name of Church _____



UNIFORM POLICY 2019-2020

(Uniforms must be purchased at Lollipops & Lace, Hopscotch, Academy,)

ELEMENTARY- Grades K4-5th

BOYS REQUIRED:

- Navy pants or navy walking shorts
- Maroon polo shirt with East Texas Christian School emblem, (long or short-sleeve)
- Standard 1-2" black or brown, braided or solid plain belt with a plain buckle
- ETCS maroon T-Shirts ordered through the school
- Boys are to wear chapel shoes on chapel day, and encouraged to bring tennis shoes for recess

GIRLS REQUIRED:

- Jumper - Cotton/Polyester #194 with black or white shorts underneath for modesty (4th and 5th grade girls may purchase a skirt and wear a white polo with maroon monogram)
- Dress shoes to be worn with chapel jumper dress with coordinating socks – no boots unless dress boots or sandals
- White rounded collar blouse (either long or short-sleeve) if purchasing the jumper
- Navy pants or walking shorts
- Maroon polo shirt with East Texas Christian School emblem, (long or short-sleeve)
- Standard 1-2" black or brown, braided or solid plain belt with a plain buckle.
- ETCS maroon T-Shirts ordered through the school.
- Girls are not to wear sandals
- Boots may be worn, but not on chapel day
- Girls are encouraged to bring tennis shoes for recess on chapel day

OPTIONAL:

- Polo shirt with or without emblem, long or short-sleeves in navy, red, hunter green, light yellow, light blue or maroon
- Khaki walking shorts/khaki pants
- ETCS sweatshirts and hoody ordered through the school – does not include the items ordered in and/or for athletics
- Pleated skorts with or without buttons in navy or khaki from an approved uniform company
- If you purchase a light, zip-front jacket, please choose from our approved colors: navy, red, hunter green, black, yellow, light blue or maroon, gray and white jackets are approved

***Cold Weather:

- Girls may substitute a long-sleeved plain white turtleneck shirt in place of the rounded-collar white blouse worn with chapel dress jumper
- For girls, leotards (footed only) may be worn during cold weather. The colors permitted are white, gray, navy blue, maroon, or black, they must also be free from stripes or decoration. Leggings, sweatpants, or any other long pants cannot be worn under jumpers, skirts, or skorts.

SECONDARY- Grades 6th-12th

REQUIRED:

- Blue jeans that meet the uniform code.
- Maroon polo shirt with East Texas Christian School emblem, (long or short-sleeve)
- Standard 1-2" black or brown, braided or solid plain belt with a plain buckle.

OPTIONAL:

- Polo shirt with or without emblem, long or short-sleeves in navy, red, hunter green, light yellow, light blue, or maroon
- Jeans, khaki or navy walking shorts (no more than 4" above the knee)
- ETCS sweatshirts or hoody ordered through the school office (This does not include those purchased for athletics)
- ETCS maroon or gray t-shirt ordered through the school office
- If you purchase a light, zip-front jacket, please choose from our approved colors: navy, red, hunter green, black, yellow, light blue or maroon, gray and white jackets are approved

GENERAL POLICIES: Students are not to wear a long-sleeved shirt underneath a short-sleeved polo or T-shirt. All uniforms must be clean with no stains, tears, or in need of repair, and long enough to tuck into pants.

The official ETCS gray shirt, maroon shorts and sweat suit purchased through the school worn with tennis shoes. No alterations may be made to the PE uniform such as tearing of sleeves.

PLEASE SEE THE PARENT-STUDENT HANDBOOK ON DRESS CODE POLICIES FOR ADDITIONAL INFORMATION.

FINANCIAL CONTRACT FOR REGISTRATION
SCHOOL YEAR 2019 - 2020

STUDENT'S NAME _____ DOB _____ GRADE _____

PARENT'S NAME _____

1. This contract is valid from date of registration until the end of the applicable school year.
2. A registration fee of \$300 per student is due upon enrollment and the student's spot is not secured until paid. This registration fee is non-refundable. Once a class reaches capacity, a waiting list will be established for that particular class.
3. The curriculum fee is \$200 per student. Curriculum fees are non-refundable. All books and workbooks remain the property of ETCS.
4. Monthly, bi-weekly or weekly tuition payments are set up through our online management system, FACTS. These payments are automatically drafted from your account. Tuition is non-refundable.
5. Tuition paid in full at beginning of the school year is discounted 5%.
6. Any student with an account past due over 30 days is subject to school dismissal.
7. Families that move more than 60 miles outside the school's service area can submit a withdrawal notice. It must be received 30 day prior to withdrawal or an additional month's tuition will be due. Curriculum fees must be paid in full at withdrawal.
8. School records and grades will not be accessible or released until outstanding tuition and fees are paid in full. Immediate release of records will occur upon receipt of full payment by certified check, cash or cleared personal check. This applies to all enrolled students and early withdrawals.
9. Reenrollment is subject to approval by the administration based on payment history, academics, behavior, participation in fundraisers and support of the school.
10. I understand that fundraising is an integral part of keeping tuition rates as low as possible. I understand that I am required to fundraise at least \$200 per family. If I fail to meet that goal I understand I will be charged the difference. I can also choose to not participate in fundraising and will pay \$200 at enrollment.

I have read and agree to terms of this contract:

Registration Fee \$ _____	Initial: _____
Yearly Tuition \$ _____	Initial: _____
Curriculum Fee \$ _____	Initial: _____
Fundraiser Nonparticipation \$ _____	Initial: _____

Parent Signature

Parent Signature

Date



The School Board sets tuition rates at a level that provides for the sound and reasonable operation of the school. Rates are based upon careful assessment of all factors associated with the operation of a private school which receives no public funds. Tuition of other schools is compared. It is our desire to make Christian education affordable to as many Christian families as possible.

2019-2020 Tuition and Fees for Full-time Students

Grade	10 Months Tuition	10 Months Fees **Curriculum and Resource Fee**	Total Yearly Tuition and Fees
K3-5th	\$492	\$20	\$5,120
Middle School – 6 th – 8 th	\$507	\$20	\$5,270
High School – 9 th -12 th	\$554	\$20	\$5,740

Tuition is used for salaries. It is important that tuition be paid on time so that funds intended for the benefit of students do not have to be diverted to pay salaries.

****\$10,456 is the average cost to educate a student in the public school system****

Fees Breakdown

Fee	Due	Cost	Purpose
Registration Fee Academic Students	Due at Registration	\$200, per student	Accreditation, RenWeb, FACTS, Family interview, record keeping
Registration Fee Athletics Only	Due at Registration	\$100, per student	Accreditation, RenWeb, Family Interview, record keeping
Curriculum Fee	Rolled into monthly tuition	\$200, per student	Textbooks, workbooks, teacher curriculum material, tests, quizzes, classroom supplies, paper copies
Athletic Fee	Due at Sign-up during each season	Junior High \$200 High School \$250	Covers referees, transportation/shuttle fees when necessary, conference fees, maintenance and liability insurance, equipment and record books

Financial Aid

Pastoral Discounts	Local Pastoral Discount - 25-50%
Scholarships and/or Grant & Aid (Non-pastoral)	Scholarships up to 50% are determined upon completion of the onlinefactsmgt.com process

not included in the above fees are expenses such as: graduation fees, yearbooks, photos, lunches, field trips and some novels

It is our desire for fundraisers to be used for special projects; however if expenses exceed the income from tuition and fees a portion of fundraising monies may be diverted to cover the general operating budget of the school.

NO REFUNDS ON FEES OR TUITION. Registration is a commitment for payment of the fees and tuition for the school year.



The School Board sets tuition rates at a level that provides for the sound and reasonable operation of the school. Rates are based upon careful assessment of all factors associated with the operation of a private school which receives no public funds. Tuition of other schools is compared. It is our desire to make Christian education affordable to as many Christian families as possible.

2019-2020 Tuition and Fees for Part-time Students in Primary

Grade	10 Months Tuition MWF (8-3:30) T/TH (8-1:00)	10 Months Fees **Curriculum and Resource Fee**	Total Yearly Tuition and Fees
K3-5th	\$290/\$190	\$20	\$3100/\$2100

Tuition is used for salaries. It is important that tuition be paid on time so that funds intended for the benefit of students do not have to be diverted to pay salaries.

****\$10,456 is the average cost to educate a student in the public school system****

2019-2020 Tuition and Fees for Part-time Students in Secondary

Grade	Class are taken al a carte	10 Months Fees **Curriculum and Resource Fee**
6th-12th	\$1,000, per course	\$20

Fees Breakdown

Fee	Due	Cost	Purpose
Registration Fee Academic Students	Due at Registration	\$200, per student	Accreditation, RenWeb, FACTS, Family interview, record keeping
Registration Fee Athletics Only	Due at Registration	\$100, per student	Accreditation, RenWeb, Family Interview, record keeping
Curriculum Fee	Rolled into monthly tuition	\$200, per student	Textbooks, workbooks, teacher curriculum material, tests, quizzes, classroom supplies, paper copies
Athletic Fee	Due at Sign-up during each season	Junior High \$200 High School \$250	Covers referees, transportation/shuttle fees when necessary, conference fees, maintenance and liability insurance, equipment and record books

not included in the above fees are expenses such as: graduation, yearbooks, photos, lunches, field trips and some novels

It is our desire for fundraisers to be used for special projects; however if expenses exceed the income from tuition and fees a portion of fundraising monies may be diverted to cover the general operating budget of the school.

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