

## 2023-2024 ACADEMIC SCHOOL YEAR

Welcome to the Jewish Day School of the Lehigh Valley, a community school, where learning is a journey embarked upon in partnership with family, school, and community. We are dedicated to developing a lifelong love of learning and an appreciation of Jewish values in our children. Thank you for selecting the Jewish Day School of the Lehigh Valley as your child's educational institution.

Beneficiary Agency of the  
 Jewish Federation  
 OF THE LEHIGH VALLEY



The Jewish Day School of the Lehigh Valley is deeply committed to providing an outstanding private secular and Jewish education for all of our families, at tuition rates far lower than at comparable schools. Our Flexible Tuition Program allows us to offer a sliding scale for tuition based on each family's unique financial situation. This program reflects who we are – a community school, supported by our community, the Jewish Federation of the Lehigh Valley, and by our generous donors. More information about the Flexible Tuition Program and how to participate is included.

This is the Enrollment Agreement and Tuition Contract for the coming school year. Please read it carefully.

**BESURETOSIGNORINITIALASNEEDEDINALLPLACESINDICATED THROUGHOUT THIS AGREEMENT AND CONTRACT.**

If you are completing this via fillable PDF, please complete, save, and email this form to our Director of Admissions, Sara Schonbach, at [sschonbach@jdslv.org](mailto:sschonbach@jdslv.org). If you have any questions or need for further assistance, feel free to email Sara or call the school office at 610-437-0721.

**ADMISSIONS DECISIONS ARE MADE WITHOUT REGARD TO RACE, COLOR, GENDER, OR NATIONAL ORIGIN.**

## ENROLLMENT AGREEMENT AND TUITION CONTRACT

NAME OF STUDENT \_\_\_\_\_

BIRTH DATE \_\_\_\_\_ ENTERING GRADE \_\_\_\_\_

I/We, the parent(s) or legal guardian(s) of the above named student, by signing this Enrollment Agreement and Tuition Contract, request that the Jewish Day School of the Lehigh Valley accept the student for enrollment for the 2023-2024 academic school year. In reserving a place for the student in the school and admitting the student to the school, I/we agree to the terms and conditions of this Enrollment Agreement and Tuition Contract.

### PARENT(S) OR GUARDIAN(S) RESPONSIBLE FOR ENROLLMENT COMMITMENT:

Name of Parent/Guardian \_\_\_\_\_

Name of Parent/Guardian \_\_\_\_\_

Address \_\_\_\_\_

Address (if different than other parent/guardian) \_\_\_\_\_

City \_\_\_\_\_

City \_\_\_\_\_

State Zip \_\_\_\_\_

State Zip \_\_\_\_\_

Telephone \_\_\_\_\_

Telephone \_\_\_\_\_

E-mail \_\_\_\_\_

E-mail \_\_\_\_\_

Parent/Guardian Signature (required) \_\_\_\_\_

Date \_\_\_\_\_

MONTH/YEAR

IN

ENTERING GRADE

NAME OF STUDENT

FOR  
 OFFICE  
 USE  
 ONLY

I/We understand and agree to the following:

#### CONTINUOUS ENROLLMENT

- I hereby opt into Continuous Enrollment. This means that my JDS student(s) will be re-enrolled at JDS every year unless I tell the school otherwise.
- I understand that I have until March 15th of each year to notify the JDS Head of School in writing of any changes in my plans of enrollment for my child/ren.
- I have read and understand the Cancellation Policy stated below.

#### CANCELLATION POLICY

I/we understand that no refund or cancellation of the yearly tuition, charges or fees will be made by the School for absence, withdrawal, cancellation of enrollment or dismissal of the Student before the end of the school year and thus, I/we agree to assume full responsibility for all amounts due and owing under this Agreement including tuition, fees, charges and if applicable, interest. No portion of such amounts, whether paid or outstanding, will be refunded or canceled regardless of the subsequent absence, withdrawal, or cancellation of enrollment or dismissal of the Student.

The Jewish Day School recognizes that family plans change. These unique circumstances that may cause a family to withdraw after March 15th will be exempt from the Cancellation Policy stated above:

- Moving/Relocation 25+ miles away from the Jewish Day School.
- Educational needs for the student that can no longer be met at the Jewish Day School.
- Other unforeseen circumstances that the Administration and Board approves.

#### 1. ADMISSION:

The school retains the right, in its sole discretion, to determine whether or not to select a student for admission, to re-enroll a student, or to require a student to withdraw from the school during the academic year. Upon acceptance, a student may be involuntarily withdrawn from the school due to violation of the school's regulations, violation of the law, personal maladjustment, prolonged academic deficiency, lack of parental cooperation or non-payment of any amount due to the school, or at the sole discretion of the school. Admission for returning students for the new school year is also dependent on the tuition balance being current. Any re-enrollment deposit paid prior to receipt of payment of an overdue account will be applied to the delinquent account. If, following the assessment, the school decides not to admit a student, the school will refund any and all deposits.

#### 2. REGULATIONS:

Upon acceptance of the student to the school, I/we and the student will be bound by all policies, rules, and regulations as may be published and amended by the school from time to time, including those adopted by the school in response to the COVID-19 pandemic, and to the terms of this enrollment contract.

## 2023-2024 TUITION SCHEDULE

Grade in 2023-2024	Early Bird Tuition Enrolled by 3/2/23	TUITION from 3/3/23
Pre-K/Pre-K Plus	\$10,100.00	\$10,900.00
Kindergarten	\$11,900.00	\$12,900.00
1st GR	\$12,900.00	\$13,900.00
2nd - 4th GR	\$14,100.00	\$15,000.00
5th - 8th GR	\$14,200.00	\$15,200.00

#### SECURITY FEE

All students will also be charged an annual \$350.00 School Security Fee.

\* The cost of a kosher lunch is included in the tuition.

#### ACTION REQUIRED

Please initial here to indicate your intentions regarding participation in the Flexible Tuition Program:

\_\_\_\_ I/We would like to participate in the Flexible Tuition Program and agree to provide all required documentation.

\_\_\_\_ I/We will not participate in the Flexible Tuition Program.

#### 6. TUITION

Based on the tuition plans outlined above, I/we will pay the school either the amount of tuition determined through the Flexible Tuition Program, or the amount indicated for the student's grade in the upcoming academic year. In both cases, maximum tuition rates will be determined in accordance with the date by which a) a complete and properly executed enrollment agreement and b) the tuition deposit (and application fee for students new to the JDS) are received by the School. I/we acknowledge that the school curriculum and schedule may be modified in response to the COVID-19 pandemic, including through the use of distance learning, but these modifications will not result in a reduction in the amount of tuition owed.

#### 7. FINANCIAL OBLIGATION:

I/We agree that I/we must notify the school in writing if, at any time, I/we decide not to enroll the student or desire to withdraw the student from the school. If, at any time after the date of this Enrollment Agreement, for any reason, I/we decide not to enroll the student, the student's enrollment is terminated, or the student is either voluntarily or involuntarily withdrawn from the school, I/we agree to the following:

A. I/We will not be entitled to a refund of the tuition deposit or the application fee (if applicable) in accordance with #4, except if, after submitting this application, the student is not enrolled due to financial needs that cannot be met through the school's Flexible Tuition Program and the school is informed of this decision within one week of receipt of tuition information, the enrollment deposit will be returned.

B. If I/we provide written notice to the school stating intention to withdraw student(s) and it is received by May 14th, I/we will not be obligated to pay tuition.

C. If I/we provide written notice to the school stating intention to withdraw student(s) and it is received after May 14th, I/we will be obligated to pay the entire tuition commitment as determined by the Jewish Day School of the Lehigh Valley.

3. **CONTRACT DEFAULT:** Upon any breach of our obligations under this Enrollment Agreement, I/we agree that the school may accelerate the balance due under the terms of this Enrollment Agreement, enforce its rights, suspend the student's enrollment, and withhold transcripts and/or grade reports from the student, from me/us or any other third party.

4. **TUITION DEPOSIT; APPLICATION FEE:** I/We will pay a \$500.00 non-refundable deposit per student (capped at \$1,000 per family), due upon submission of this enrollment agreement, payable over three months. If the student has not previously attended the school, I/we will also pay a \$250.00 non-refundable application fee. The deposit will be credited against the annual tuition, if the student is admitted and enrolled. The application fee, however, is not credited against the annual tuition.

#### ACTION REQUIRED

Please initial here to indicate that you accept / understand the deposit and application policy.

SSSSSSS PARENT/GUARDIAN

SSSSSSS PARENT/GUARDIAN

#### 5. FLEXIBLE TUITION PROGRAM

All families are expected to contribute to the cost of their child's JDS education through tuition and fees, but we recognize that educational expenses cannot simply be one-size fits all. The Jewish Day School invites all families to participate in its Flexible Tuition Program. If we choose to participate in this program, eligibility and appropriate tuition rates will be determined by an outside agency on the basis of financial information received on behalf of the student. This determination and additional financial documents will be reviewed by a small subcommittee of volunteers, none of whom are currently a parent at the school. The entire process is highly confidential. If we choose to participate in the program, we are to receive additional information about how to apply. If we prefer not to participate in this program, we will be required to pay tuition based on the rates indicated above according to our selected "Payment Plan Option" on the last page of this agreement.

I/We understand that after May 14th, my/our obligation to pay all tuition and fees for the full academic year is unconditional and that no portion of such tuition and fees so paid or outstanding will be refunded or canceled.

I/We shall pay all tuition and fees when due, in accordance with the provisions of this Enrollment Agreement and will continue to be bound by the terms of this Enrollment Agreement until all such amounts have been received by the school.

## ACTION REQUIRED

Please initial here to indicate that you accept/understand the tuition, default and refund policy:

\_\_\_\_\_ PARENT/GUARDIAN  
\_\_\_\_\_ PARENT/GUARDIAN

### 8. DEFAULT FEES:

In the event I/we are late or default in our payment obligations, I/we agree to pay the school the following fees:

- A. A Late Payment Fee of \$25.00 if I/we fail to make any payment under the terms of this Enrollment Agreement on or before the day the money is due;
- B. A Return Fee of \$25.00 if any check or other payment method is dishonored or returned to the school for insufficient funds or any other reason; and
- C. All costs and fees incurred by the school as a result of my/our failure to pay any amount due under the terms of this Enrollment Agreement when due, including, but not limited to, collection costs, attorneys' fees, and court costs.

### 9. DISMISSAL:

I/We recognize that the school reserves the right to dismiss or suspend the student at any time if, in the sole judgment of the Head of School, such action is in the best interests of the school. Moreover, such action will not release any party from the financial obligations of this contract. If more than one parent or legal guardian signs this Enrollment Agreement, each is jointly and severally obligated to pay the full amount owed and to fulfill all obligations herein.

## ACTION REQUIRED

Please initial here to indicate that you have read the entire agreement and accept/understand all of the items herein.

The school may enforce its rights under this Enrollment Agreement against each of individually or jointly, which means that each may be required to pay all of such amounts owed. The school may release or waive enforcement of this Enrollment Agreement against each of us and such a waiver or release will not extend or extinguish the liability of the other person signing below.

### 10. RULES AND REGULATIONS:

I/We agree that the student's enrollment is subject to such rules and regulations of the Jewish Day School of the Lehigh Valley as are in effect from time to time. I/We understand that new policies and protocols may be adopted by the school from time to time to address and remain compliant with COVID-19-related guidance from local, state, and federal governments, and by the Centers for Disease Control (CDC). Field trips and access to the internet are integral parts of the curriculum of the school. I/We understand that, by signing this, I/we grant permission for our child to participate in all activities that are a part of the curriculum.

### 11. AUTHORITY:

I/We recognize that this Enrollment Agreement, any amendment, waiver or modification here- to, or any policy exception must be executed by the President of the school in order to be enforceable against the school. The Head of School, office staff and/or educational staff are not authorized to accept or admit a student on behalf of the school or to execute this Enrollment Agreement or any amendment, waiver or modification hereto or to approve any policy exception on behalf of the school.

### 12. ASSIGNABILITY

I/We may not assign my/our obligation(s) under the terms of this Enrollment Agreement to any other party without the written consent of the school. Any such assignment without consent shall be null and void. The school may assign its right to collect payments or enforce its other obligations to any third party without our consent.

### 13. LIABILITY:

If more than one parent or legal guardian signs this Enrollment Agreement, each is jointly and severally obligated to pay the full amount owed and to fulfill all obligations herein. The school may enforce its rights under this Enrollment Agreement against each of us individually or jointly, which means that each may be required to pay all of such amounts owed.

### 14. RELEASE:

To the fullest extent permitted by law, I/we, on behalf of myself/ourselves and on behalf of the student, hereby release and hold the school, its agents and employees, harmless from all claims, damages or other liabilities for injuries to the student, his/her parents, or legal guardians, which are not the result of gross negligence, willful or wanton misconduct or intentional act by the school, its agents or employees. For purposes of clarification, the prior sentence applies as well to any injuries relating to the COVID-19 pandemic or the school's actions taken in connection with the same. The student, his/her parent(s), or legal guardian also hereby agree to indemnify the school from, and hold the school harmless from and against, any damages incurred by the school or any third party as a result of actions of the student or his/her parents or legal guardian.

### 15. ENTIRE AGREEMENT:

This Enrollment Agreement contains the entire agreement between the applicant and the school with respect to the subject matter and supersedes any prior discussions, understandings or agreements. This contract may not be modified or amended except by subsequent agreement in writing.

### 16. APPLICABLE LAW:

This Enrollment Agreement and Tuition Contract has been entered into in the Commonwealth of Pennsylvania and is to be governed by Pennsylvania substantive law.

\_\_\_\_\_ PARENT/GUARDIAN  
\_\_\_\_\_ PARENT/GUARDIAN

PLEASE BE SURE THAT YOU HAVE READ THIS AGREEMENT CAREFULLY  
AND INITIAL OR CHECKED OFF ALL ACTION ITEMS AS INDICATED.  
TURN TO PAGE 4 TO COMPLETE THE ENROLLMENT AGREEMENT AND TUITION CONTRACT.



## 2023-2024 ACADEMIC SCHOOL YEAR

### PAYMENT METHODS/FACTS

In order to assure convenience and efficiency for our parents as well as the school, the JDS has retained FACTS Management Company to manage all tuition payment plans and collections for the academic school year. All tuition payments will be made to FACTS either by Automated Bank Draft or Credit Card. Please note, if you choose to make payments through a credit card, there is a 2.95% processing charge.

Returning families will automatically be re-enrolled on February 1, 2023 in FACTS using current year information. Once re-enrolled, you will receive a Preference Notice form. To make any changes, please complete the form and return it to the JDS Office by May 3, 2023.

New families will be required to set up a username and password with FACTS (beginning February 1, 2023) to choose your tuition payment plan.

All families must enroll online with FACTS and select the tuition payment plan that best suits their financial needs. If you have any questions about FACTS or about online enrollment, please visit the FACTS website at [factsmgt.com](https://factsmgt.com), contact a FACTS Customer Care Representative at 1-866-441-4637 or contact the JDS at 610-437-0721. The link to the application can be found at <https://online.factsmgt.com/signin/3NXMF>

### ACTION REQUIRED

☐ **OPTION 1:**  
**Single-Payment Plan**  
Payment in full by July 15th to the Jewish Day School of the Lehigh Valley.

**OPTION 1:**  
Enrollment Agreements, tuition deposits, application fees (if applicable) must be submitted to:

**Jewish Day School  
of the Lehigh Valley  
2313 W. Pennsylvania St.  
Allentown, PA 18104**

### PAYMENT PLAN OPTIONS

I/We agree to pay the amount specified on Tuition Schedule (page 2) or determined by the Flexible Tuition Program in accordance with one of the following three payment plans. Please check one of the three options.

☐ **OPTION 2:**  
**Two-Payment Plan**  
Payment in two (2) equal installments on or before July 15th and December 15th. All payments will be made through FACTS Tuition.

☐ **OPTION 3:**  
**Installment Plan**  
Payment in ten (10) consecutive monthly installments with first payment due on July 1st or 15th. All payments will be made through FACTS Tuition Management.

**OPTIONS 2 AND 3:**  
Regular tuition payments must be made through a bank transfer/credit card to:

**FACTS Tuition Management**  
<https://factsmgt.com/>

### ACTION REQUIRED

I/We have signed the Enrollment Agreement accepting responsibility for it, including all terms, intending to be legally bound by it. It is the policy of the Jewish Day School of the Lehigh Valley that each potentially responsible parent or guardian must sign the contract.

\_\_\_\_\_  
Signature of Applicant

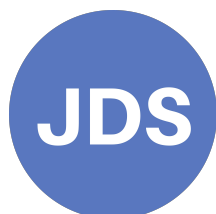
\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
School Representative

\_\_\_\_\_  
Date



### FOR OFFICE USE ONLY

\_\_\_\_\_ \$250.00 application fee (new students) received on \_\_\_\_\_

\_\_\_\_\_ \$350.00 security fee received on \_\_\_\_\_

\_\_\_\_\_ Properly completed Enrollment Agreement received on \_\_\_\_\_

\_\_\_\_\_ \$500.00 tuition deposit received on \_\_\_\_\_

\_\_\_\_\_ Documents for Flexible Tuition Program consideration received on \_\_\_\_\_