

REGISTRATION DEPOSITS

Background

The Charter Board believes in the collection of non-refundable deposits for the purposes of accurate budget planning and enrolment information.

Procedures

1. Deposits for Registration
 - 1.1. Non-refundable deposits will be charged each year for the registration of a student into STEM Innovation Academy.
 - 1.2. Once the school has offered a placement to a student, a parent must make a non-refundable registration deposit to complete the registration.
 - 1.3. A registration is not considered final until full payment of the non-refundable registration deposit has been made.
 - 1.4. Under no circumstances are non-refundable registration deposits refundable.
2. Deposits for School Contracted Transportation Services
 - 2.1. Non-refundable deposits will be charged each year for the registration into the school provided transportation service.
 - 2.2. Under no circumstances are non-refundable transportation service deposits refundable.
3. Conversion of Deposits into Pre-Paid Fees
 - 3.1. At the beginning of each school year, all non-refundable deposits for registration and contracted transportation services will be converted into respective credits for school fees and transportation fees.

Approved: April 2023