



## PARENT ENROLLMENT & DONATION AGREEMENT

The undersigned, as parent(s) hereby request(s) that \_\_\_\_\_ (Student's name) be enrolled as a student in \_\_\_\_\_ (name of class) at JubiLights Weekday Program beginning the school year \_\_\_\_\_ until formally withdrawn.

Parents of student enrolled at JubiLights Weekday Program, by signing this agreement, agree to the following:

1. Parents and students agree to abide by JubiLights Weekday Program's rules and guidelines given at the start of each school year.
2. Parents will support the discipline policies of the school, trusting the administration and faculty to implement disciplinary measures to build character in the children and to maintain an atmosphere conducive to learning in the classroom.
3. Parents absolve JubiLights Weekday Program from Liability related to activity with/because of any injury to the child at school or during any school related activity with the understanding that insurance or medical coverage of the child is the responsibility of the parent.
4. The parent fully acknowledges receipt and review of JubiLights Weekday Program's Fee Schedule and agrees to the terms and conditions and due dates.
5. The Application Fee (₩100,000), Registration Fee(₩100,000), Enrollment and Re-Enrollment Deposit(₩1,000,000) are **NOT** refundable.
6. For Option 2 and 3 Payment choices, refunds are granted in cases of transfer to another city or country (Proof of transfer must be provided, i.e.- plane ticket, official letter from a company, etc.). We require a two week notice for the refund to be available. There is no refund for payment option 1.

\*No refunds are granted in the following cases:

- Transfer to another school within the greater Seoul area
- Absence when the student is sick, on vacation, or for personal reasons

\*Refund and late entry discount will be granted according to our fee structure.

### Refund

Time period	Refund
8 calendar weeks before the first day of school	90%
4 calendar weeks before – 4 calendar weeks after the first day of school	75%
5-8 calendar weeks after the first day of school	50%
9-12 calendar weeks after the first day of school	25%
12 calendar weeks+1 business day after the first day of school	0%

### Late Entry Discount Schedule

Time period	Late Entry Discount
8 calendar weeks before the first day of school	0%
4 calendar weeks before – 4 calendar weeks after the first day of school	0%
5-10 calendar weeks after the first day of school	10-25%
11-16 calendar weeks after the first day of school	35%
17+ calendar weeks	40%

NOTE: Calendar week equals seven days.

Jubilee Missions Center Bank account is Kookmin Bank 730601-04-039470

7. No refund will be given in the event of withdrawal due to a major disaster such as war, civil strife, labor unrest, earthquake, outbreak of contagious diseases or extreme weather conditions that cannot be reasonably anticipated or controlled and would adversely affect the schools financial condition. Evacuation ordered by the South Korean or United States governments due to the anticipation of a force majeure also apply to this policy whether or not the force majeure actually occurs.

To the best of my knowledge all the information provided is complete and accurate. I understand that failure to disclose all requested information may result in the student being dismissed from JubiLights Weekday Program.

\_\_\_\_\_  
Name of Parent (Print)

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date (MM/DD/YYYY)