

Firm Foundation Christian School 2020-2021 Automatic Re-Enrollment Frequently Asked Questions

For the 2020-2021 school year, all FFCS students will be automatically re-enrolled! We are very excited about this new program.

Why Automatic Re-Enrollment?

Automatic Re-Enrollment (AE) is a process that allows you to enroll once. It then holds your student's spot each year until you let us know otherwise. That's it.

This allows us to better fulfill our purpose and mission in the lives of students. When students are automatically re-enrolled, from their initial enrollment until they graduate from Firm Foundation Christian High School, automatic re-enrollment lets us maximize our resources to provide Christian education to our families at the highest level of excellence.

This information is used as the school makes plans for the following school year. Basically, the simple question is: "Are you coming back to school next year?" For our leadership team at FFCS, we need to know how many students we will have on the first day of school.

How is automatic re-enrollment different than our traditional re-enrollment process?

Under the traditional enrollment model, each year we expend considerable time re-enrolling families. While there will still be some forms that need updating, there will be less paperwork. Automatic re-enrollment is a once-and-for-all process. Once your student is on automatic re-enrollment, you'll never have to deal with re-enrollment again (unless your family plans change). Again, "Set it, and forget it!" In the event that things do change, you'll have until the end of February every year to simply notify the Business Office and face absolutely no penalty.

What will Automatic Re-Enrollment look like?

All currently enrolled families will receive an Automatic Re-Enrollment Agreement to complete. (Moving forward, all new families will be automatically re-enrolled.) Once families are on the "Automatic Re-Enrollment Program," the typical re-enrollment season (February) will simply be a communication reminder from the Business Office informing the families that might be thinking about leaving our school to notify us prior to the end of February. If last year is any indication, this means that more than 85% of FFCS families will have the convenience of ignoring this message and doing absolutely nothing!

Why does re-enrollment matter? Why do we have to do it every year?

FFCS leadership does a lot of planning to ensure that we're prepared to fulfill our mission every year. Until FFCS families "sign on the line" that they're coming back each year, we can't make solid plans for staffing, programs, materials, curriculum and facility usage. We take the stewardship of tuition dollars entrusted to us every year very seriously. We want to invest these tuition dollars wisely so that we can provide the best education possible for our students.

I have no plans to withdraw my student(s) and almost everyone comes back each year. Can't I just stay until I notify you otherwise?

Up until this point, re-enrollment has been an “opt-in” program. We annually ask every family, “Are you coming back?” By agreeing to automatic re-enrollment, you will be flipping that script. Rather than an opt-IN annual re-enrollment process, FFCS’s annual re-enrollment will become an OPT-OUT process. In other words, if you’re coming back after agreeing to automatic re-enrollment, you’ll never have to worry about this again.

What do I get out of it?

Simplicity.

Guaranteed placement. With increasing enrollment, we are either at or near waitlists in some of our grades, placement in next year’s class is an increasingly sought after spot. By opting into automatic re-enrollment, you’ll be locking down that coveted seat—all the way through graduation if you wish!

What is the Automatic Re-Enrollment Fee?

It is essentially the same as our former “Enrollment Fee”. This payment is collected in order to assist the FFCS administration in effectively planning for staffing and curriculum for the following school year.

Important Automatic Re-Enrollment Dates:

- **January:** Tuition for the next school year is posted
- **February 1:** Tuition Assistance applications may be submitted
- **February 15:** Deadline for notification if FACTS account holders do not want AE payment applied to FACTS.
- **March:** AE payments are posted to FACTS accounts
- **April 15:** Tuition Assistance award letters are sent
- **April 22:** Tuition Assistance contingency deadline

How are Automatic Re-Enrollment payments collected?

Unless FFCS is notified by February 15th, each student’s AE fee will be posted to FACTS.

FACTS payers: The AE payment will be applied to each student’s FACTS account for withdrawal on 3/5 (or 20).

One Student: \$200

Family: \$300

FACTS payers that do not want their AE fee billed to their FACTS account must notify the Business Office at bclose@ffcs.org on or before February 15th and payment must be made by February 28th.

What happens after March 1st if the Automatic Re-Enrollment Fee has not been made?

1. A \$30 per month late fee will be incurred for each student if their AE payment is not paid by March 1st; and
2. The student stays in an open status and is not placed on the enrollment list. Once the AE payment and late fees are paid, the student is then added to the waiting list, and will be placed on the enrollment list as space is available.
3. Open enrollment begins for non-FFCS families.

What happens if my student is not on the class list because my AE payment hasn't been paid?

Beginning March 1, new applicants will be given preference on the enrollment list over returning students who have not paid their AE fee. Once the automatic re-enrollment fee has been paid, the returning student(s) are then added to the waiting list, and placed on the enrollment list as space becomes available.

Is the AE fee refundable? I'm planning on keeping my students at FFCS until they graduate, but what if there are unique circumstances or God has other plans for our family:

We've built flexibility into this program. So, for major life changes/unique circumstances like moving 25+ miles away from our school, or if FFCS can no longer meet your child's educational needs, if we ask your family to leave, or if there is some unforeseen circumstance that our Board of Director approves, there will be no financial penalty.

Refunds of the AE payment will be allowed for:

- A relocation of 25 miles or more from the family's current address
- The family has a completed and verified application for tuition assistance on file by the deadline (4/21), and has determined that the amount is not sufficient.

Under these scenarios, the AE payment will be refunded once the family has emailed the Business Office (bclose@ffcs.org) that they are not going to be returning.

What if I am behind on my tuition payments?

All tuition payments must be current in order to keep your automatic re-enrollment status active. Please email bclose@ffcs.org or call 360-687-8382 if your student's AE fee does not get billed to your account by March 5 or 20th.

I haven't been billed an AE payment, so what do I need to do?

Please contact the Business Office at bclose@ffcs.org.

What will the tuition be next year?

Tuition amounts are published on the website. Also included are potential student fees. Tuition rates are determined each winter, and will be published by February 1.

I will be applying for tuition assistance. What if I don't know my tuition payment for next year?

When a completed tuition assistance application and supporting documents are submitted and verified by April 15th, the student's enrollment becomes contingent upon acceptance of tuition assistance. Tuition assistance will only be awarded when accounts are current.

If tuition assistance is not adequate, the automatic re-enrollment fee is refundable if the tuition assistance deadline has been met, and paperwork is complete.

When can I apply for tuition assistance?

Currently enrolled families may complete the application for tuition assistance anytime after February 1st. The application must be completed and verified by FACTS Grant and Aid by the April 15th deadline. New families may apply beginning March 1st.

I am enrolling a new sibling. What do I need to do?

Complete the application process by downloading the application packet at www.ffcs.org. To maintain priority sibling status, complete the application by Feb. 28th.

HIGH SCHOOL ONLY: What if my student decides to do Running Start?

The automatic re-enrollment fee and processes are the same. Contact Staci Jones at sjones@ffcs.org to coordinate your student's schedule and Running Start contract.

I have questions not answered here. Who do I contact?

Email your questions to our Enrollment Specialist at wbaker@ffcs.org or call 360-687-8382.