



Orangeburg Preparatory Schools, Inc.

Student Enrollment Contract

2025-2026 School Year

Upper Campus (6th—12th Grade)

2651 North Road, NW
Orangeburg, SC 29118
Phone: 803/534-7970

Lower Campus (Pre-K—5th Grade)

168 Prep Street
Orangeburg, SC 29118
Phone: 803/536-3000

CURRENT STUDENTS: Deadline to return your contract is **Monday, March 31st**
Any contracts returned **after June 1, 2025** will be subject to a
\$150 re-enrollment fee.

Orangeburg Preparatory Schools, Inc. admits students of any race, color, and national or ethnic origin.

STUDENT INFORMATION

STUDENT #1

Grade entering: _____ Date of Birth: _____ Female Male Ethnicity: (optional) _____

Last: _____ First: _____ Middle: _____

Preferred Name: _____ Student's Cell # _____

Student resides with: Mother Father Both Parents Guardian

STUDENT #2

Grade entering: _____ Date of Birth: _____ Female Male Ethnicity: (optional) _____

Last: _____ First: _____ Middle: _____

Preferred Name: _____ Student's Cell # _____

Student resides with: Mother Father Both Parents Guardian

STUDENT #3

Grade entering: _____ Date of Birth: _____ Female Male Ethnicity: (optional) _____

Last: _____ First: _____ Middle: _____

Preferred Name: _____ Student's Cell # _____

Student resides with: Mother Father Both Parents Guardian

STUDENT #4

Grade entering: _____ Date of Birth: _____ Female Male Ethnicity: (optional) _____

Last: _____ First: _____ Middle: _____

Preferred Name: _____ Student's Cell # _____

Student resides with: Mother Father Both Parents Guardian

OFFICE USE ONLY

Received by Student Services _____

Office Copy Sent _____



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FATHER/GUARDIAN INFORMATION

MOTHER/GUARDIAN INFORMATION

Full Name:	Full Name:
Address:	Address:
Employer: Occupation:	Employer: Occupation:
Work #	Work #
Cell #	Cell #
E-mail:	E-mail:

STEP-FATHER/GUARDIAN INFORMATION

STEP-MOTHER/GUARDIAN INFORMATION

Full Name:	Full Name:
Address:	Address:
Employer: Occupation:	Employer: Occupation:
Work #	Work #
Cell #	Cell #
E-mail:	E-mail:

1. EMERGENCY CONTACT (other than parent)

2. EMERGENCY CONTACT (other than parent)

Name:	Name:
Relation to Student:	Relation to Student:
Phone #(s)	Phone #(s)



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FINANCIAL OBLIGATIONS AND CONDITIONS CONTRACT

2025-2026 Tuition Rates (Textbooks are included in Tuition Rates)

Grade Level: Tuition	Monthly: <i>Tuition divided by 12 months Due: the 1st of each month</i>	Quarterly: <i>Tuition divided over 4 months Due: June 1, Sept. 1, Dec. 1, March 1</i>	Yearly: Full Tuition AFTER June 1, 2025	Discounted Yearly: If paid BEFORE June 1, 2025
Pre-Kindergarten	487.00	1461.00	5,844.00	5,364.00
Kindergarten	495.00	1,485.00	5,940.00	5,448.00
Grades 1-4	632.00	1,896.00	7,584.00	6,960.00
Grades 5-12	647.00	1,941.00	7,764.00	7,128.00

This contract is subject to the following Financial Obligations and Conditions:

1. I understand there is a \$500 Building Fee requirement for every student. The non-refundable \$100 Building Fee is due with the contract every year for five years until the \$500 building fee requirement is met.
2. I understand there is an annual \$250 Technology Fee requirement to be paid per semester. The non-refundable fee is due in two installments— \$125 is due by June 1st and the balance of \$125 is due by January 9th
3. I understand there is a \$150 re-enrollment fee if my contract is not turned in by June 1.
4. I understand the school has the right (1) to determine the class, the homeroom, and the work level to which the student shall be assigned; (2) to suspend or expel the student for any disciplinary reason or cause, and agree that the school shall be the sole judge of the sufficiency of such reason or cause.
5. I understand that the student shall be subject to and in conformity with the rules as set forth in the Orangeburg Preparatory Schools, Inc., handbook and any other rules adopted by the school.
6. I will pay the sum per year for each student's tuition, payable in annual, monthly or quarterly installments beginning **June 1, 2025**. Subsequent payments are due on the first day of each month or quarter. If paying quarterly, the due dates are the first day of June, September, December, and March.
7. I will pay a service charge of **\$30.00** per month on all accounts 20 days past due unless other financial arrangements are approved. The monthly payment must be received (not post-marked) in the Lower or Upper Campus office by the 20th of each month to avoid service charges. Access to academic communications (Gradelink, Report Cards, etc.) will be restricted on all past-due accounts. I will pay a fee of **\$35.00** on any check returned from a banking institution.
8. I understand that a **3% credit/debit card convenience fee** will be charged to all card transactions. I also understand that a **1% bank account convenience fee** will be added to all ACH checking account transactions.
9. I understand that my obligation to pay the charges for the full academic year is unconditional and that upon a breach of this contract, the school reserves the right to commence a collection action for the full amount due, plus collection costs and reasonable attorney's fees, if applicable, notwithstanding subsequent absences, withdrawal, or dismissal from school of the above student.
10. However, if a student is withdrawn from school or a request for cancellation of contract is made, no collection efforts for the balance will be commenced if the account is brought current and a **\$500.00** cancellation fee is paid. Transcripts/records will be released when account balances are paid in full, all school property has been returned and withdrawal request form has been received.
11. This contract is binding in its entirety. Please retain a copy of this contract for your records.



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FINANCIAL OBLIGATIONS AND CONDITIONS CONTRACT

List ALL students for whom you are financially responsible

STUDENT(S) NAME	GRADE	PERCENTAGE OF RESPONSIBILITY

Financially Responsible Party Information:

Person(s) responsible for tuition payments:

Relation to Student:

Address

Email

Home #

Cell #

Work #

By signing/electronically signing below, I acknowledge I have read and accept the Financial Obligations and Conditions of the enrollment contract.

PRINTED NAME

DATE

SIGNATURE

I would like to enroll in the automatic draft program where monthly tuition is drafted from my account.
You will receive an authorization form to have monthly tuition drafted from your account. A new form must be completed each year

OFFICE USE ONLY

- Received Completed Contract. (All 4 pages w/signatures) DATE _____
- Received Full Payment of Tuition. DATE _____
- Received Building Fee DATE _____
- Received Technology Fee DATE _____