



CCS Introduces Continuous Enrollment

To better serve our CCS community, we have simplified our re-enrollment process! Crossings has consistently maintained a re-enrollment rate of at least 95% over the past 10 years, and 98% over the past four re-enrollment seasons. To make things easier for our returning families, we have introduced a continuous enrollment system that eliminates the need for you to fill out electronic paperwork every year.

We understand the importance of long-term relationships with families in the education of their children. The Continuous Enrollment process ensures that your child's seat is secure and relieves you from the burden of unnecessary annual paperwork and electronic submissions. This year, current families will be asked to re-enroll as done in the past. In addition to the typical re-enrollment process, families will also receive a Continuous Enrollment contract included in their re-enrollment process during December and January.

After this year's re-enrollment is complete, your child will be automatically enrolled at Crossings through high school graduation unless we receive notification from the parent, guardian, or the school of a change in this relationship. Beginning with the 2026-27 school year, the continuous enrollment process will be an opt-out system, generally during the second half of January, meaning you only need to notify the school if your child is not returning. If your educational plans change, simply inform the school that you wish to "opt-out" of continuous enrollment for the following year. For more information, please refer to the list of Frequently Asked Questions.

Frequently Asked Questions

WHAT IS CONTINUOUS ENROLLMENT?

Continuous Enrollment simplifies the enrollment process by eliminating the need to fill out online forms every year. Instead, your child's enrollment contract will remain in effect from the initial year of the continuous enrollment contract until they either graduate from Crossings or you choose not to renew the contract for the upcoming school year. This provides a simple opt-out option for withdrawing from Crossings.

WHAT IS THE CONTINUOUS ENROLLMENT TIMELINE?

- This year, the re-enrollment contract will include the Continuous Enrollment Agreement. Families will sign the new Continuous Enrollment Agreement at the same time re-enrollment typically takes place. The Agreement and tuition payments will be signed through the FACTS family portal.
- Beginning with the 2025-26 school year, you will receive a reminder before the Continuous Enrollment Anniversary that your child is already enrolled at Crossings as well as providing links to the upcoming year's schedule of tuition and fees. This will also include a reminder that if you intend to withdraw, you will need to submit your notice to the school *in writing* on or before the opt-out date, generally during the last two weeks of January, to avoid being billed per the tuition obligation fee. (This is the same tuition obligation schedule that has been listed in the annual re-enrollment contract.) There is no penalty for opting out of the subsequent school year's enrollment during this time, but parents are advised that, by doing so, their child's space in the school is not guaranteed should they decide to re-enroll.
- No action is necessary if your children will be at Crossings the following year, and the \$400 Family Enrollment Fee will be automatically billed to your FACTS account shortly after January 31.
- Each summer before the start of school, families will receive an email with instructions on how to update family information in FACTS, sign annual permissions, and review the online Student/Parent Handbook.

WILL CONTINUOUS ENROLLMENT APPLY TO ALL STUDENTS?

Yes

HOW WILL I NOTIFY CROSSINGS IF MY STUDENT IS NOT RETURNING?

You must submit a written request to the school to withdraw your student at any time for the current or following academic year. Please note that if you choose to withdraw your student after the opt-out date, you will be held responsible for the following tuition obligations:

Tuition Obligation: Students are considered enrolled for the entire school year. Enrollment and application fees are non-refundable. Tuition refunds will be determined according to the following schedule:

- If a family withdraws between the Annual Continuous Enrollment opt deadline and March 30, the tuition obligation is 10% of the full year tuition.
- If a family withdraws between April 1 and May 31, the tuition obligation is 20% of the full year tuition.
- If a family withdraws between June 1 and June 30, the tuition obligation is 30% of the full year tuition.
- If a family withdraws between July 1 and the day before school starts, the tuition obligation is 40% of the full year tuition
- If a family withdraws between the first day of school and two weeks into the academic year, the tuition obligation is 60% of the full year tuition.
- If a family withdraws during the period after the second two weeks and December 1, the tuition obligation is 80% of the full year tuition.
- Families withdrawing December 1 and after will have the tuition obligation of 100% of the full year tuition.

WILL I STILL HAVE TO FILL OUT A NEW FINANCIAL AID APPLICATION EACH YEAR?

Yes, financial aid applications must be submitted annually to receive aid for the following school year.

WHAT IS THE CONTINUOUS ENROLLMENT ANNIVERSARY?

The Continuous Enrollment Anniversary is the date each year when your child will be automatically re-enrolled for the following school year. CCS families will receive several reminders in the weeks prior to the anniversary date.

DOES SIGNING THIS CONTRACT MEAN MY CHILD MUST STAY AT CCS THROUGH GRADUATION?

No, signing the Continuous Enrollment contract does not bind you to remain at CCS through graduation. It merely simplifies the re-enrollment process for parents. CCS will assume the student is returning for the following school year unless parents notify us otherwise.

DO I NEED TO SIGN A CONTRACT FOR MY NEW STUDENT?

Yes, families with more than one enrolled child will have a contract for each child. Families sending a new student in future years will sign a Continuous Enrollment contract for the new student only.

WHAT IF I NEED TO MAKE A CHANGE TO MY PAYMENT PLAN?

To change your current tuition payment plan, please email business@crossingsschool.org.

WHAT IF MY CHILD WILL BE REPEATING THEIR CURRENT GRADE LEVEL?

If your child will return to their current grade level for the upcoming school year, please email admissions@crossingsschool.org to ensure their grade level status is updated in FACTS.

MY CHILD IS IN PRESCHOOL; HOW WILL I REGISTER FOR THE DAYS I WOULD LIKE MY CHILD TO ATTEND NEXT YEAR?

This year, you will complete the enrollment packet and select the days you would like your child to attend.

For all subsequent years, 2026-27 and following, parents of Preschool and Pre-K students will receive a separate form to designate the days of the week and grade level they would like to attend for the following school year. This form will be due by the Continuous Enrollment opt-out date.

HOW DO I ENROLL MY CHILD IN BEFORE/AFTERCARE?

For the 2026-27 school year, parents with students who are currently enrolled in before/aftercare will be asked to designate the days of the week they would like to attend for the following school year.