

STUDENT ENROLLMENT AND INFORMATION LETTER

School Name: _____ Academic Year: _____

Student Information:

Full Name: _____

Date of Birth (MM/DD/YYYY): _____

Student ID Number: _____

Grade Level: _____

Home Address: _____

Parent/Guardian Name: _____

Emergency Contact Phone: _____

Enrollment Details:

Enrollment Status (e.g., Full-time, Part-time): _____

Program or Major: _____

Expected Graduation Date (MM/YYYY): _____

Academic Information and Acknowledgments:

The student named above is hereby enrolled at the institution identified herein. The student and their guardians acknowledge the responsibility to comply fully with the academic policies, honor codes, and behavioral standards as set forth by the school.

The institution reserves the right to access academic records, provide necessary support services, and enforce disciplinary procedures when deemed appropriate. All information provided in this document must be accurate and truthful to the best knowledge of the parties.

This letter serves as a legally binding acknowledgement of enrollment and acceptance of institutional terms and conditions. The parties understand and agree that this document is enforceable under applicable United States law.

Privacy and Data Protection:

The institution collects and processes personal information in compliance with applicable laws, including FERPA (Family Educational Rights and Privacy Act) and other relevant statutes. Information will only be used for educational purposes and will not be disclosed without proper consent except as permitted or required by law.

Terms and Conditions:

1. Enrollment Obligations: The student shall maintain satisfactory academic progress and adhere to all school policies.
2. Attendance: Regular attendance is mandatory and subject to the institution's attendance policies.
3. Code of Conduct: The student agrees to abide by the school's code of conduct and disciplinary procedures.
4. Liability: The institution is not liable for personal injury or loss of personal property while on school premises or during school-related activities.
5. Fee Payment: All tuition and fees must be paid in accordance with the institution's schedules and policies.
6. Academic Records: The institution maintains the right to release academic records in accordance with FERPA and other applicable laws.
7. Intellectual Property: Work produced by the student as part of academic activities may be used by the institution for educational purposes.

8. Termination: Enrollment may be terminated in case of violation of policies, non-payment of fees, or other grounds as set forth in t
9. Governing Law and Jurisdiction: This letter and any related agreements shall be governed by the laws of the State of _____.
10. Entire Agreement: This letter constitutes the entire agreement between the parties concerning the student's enrollment and supers

STUDENT SIGNATURE

PARENT/GUARDIAN SIGNATURE

Signature: _____

Signature: _____

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