



2026-2027 ELC Withdrawal Policy

The withdrawal process is initiated when the Parent or Financially Responsible Party completes a withdrawal form and submits it to the Manager of the Office of Student Accounts (OSA). Failure to complete the withdrawal process with the Manager of the OSA may hinder the release of student records. Completion of official withdrawal requires fulfillment of all financial obligations owed to LCA by the Parent or Financially Responsible Party under this Contract. The Parent or Financially Responsible Party will be responsible for all or a portion of the tuition and fees for the 2026-2027 school year per the chart below:

Date of Withdrawal:	Financially Responsible for:
Feb. 1 – Day Before School Starts	1 month of tuition and 50% of activity & materials fee
After the Start of School	Current and Subsequent Month plus 100% of activity & materials fee