

Tuition Protection Agreement

Northgate Academy is confident that your selected program will meet all our claims. Your total price includes tuition, registration fee, lessons, course materials, and academic support available through the Learn Stage Help Desk Ticket system.

Admissions Information

Minimum Admissions Requirements for Northgate Academy High School Programs:

Official High School Transcripts

Official High School Transcripts are required when transferring credits to Northgate Academy (NGA). Submit official transcripts to:

Northgate Academy
601 Carlson Parkway, Suite 1250, Minnetonka, MN 55305
or email to records@northgateacademy.com.

Age Requirements

- **High School Candidates:** Students entering 9th grade must be 14 years or older and have completed the 8th grade.
- **Adult High School Program:** To enroll in the adult high school program, you must be 18 years or older and have not attended high school for at least six months.

Special Needs Programs

- Students who require special needs programs, such as IEP or Special Education (Title I or Title II) Services, should contact the NGA Counseling Office before enrollment.
- **Note:** As an online school, Northgate Academy is unable to support IEP/Special Education Services. However, there is ample room to be successful in this program.

Identification Requirement

- A current government-issued photo ID is required for final exams and graduation.

*For complete information about Northgate Academy programs, admission, grading policies, technology requirements, transfer credit, and refund policy, please consult the **Northgate Academy Catalog**.*

High School Curriculum Tracks

Northgate Academy offers three curriculum tracks to earn an accredited high school diploma, tailored to meet the diverse needs and goals of our students:

Standard High School Curriculum (Ages 14-18)

Designed for traditional high school students seeking a comprehensive education.

Adult High School Curriculum (Ages 18+)

Tailored for adults returning to complete their high school education, this track accommodates those who have been out of high school for a significant period.

- **Note:** *In order to be eligible for this program, a student must be out of standard high school for at least 6 months*

Summer School/Credit Recovery Courses (Age 14+)

Offers students the opportunity to catch up on credits, improve grades, or accelerate their education during the summer months or at any point during the academy year

Each curriculum track is designed to provide a flexible and supportive learning environment, ensuring that students can achieve their educational objectives at their own pace.

Standard High School Disclosure

(AGES 14-18 / GRADES 9-12)

Tuition Payment Options

Northgate Academy charges \$1,900 for full-time enrollment per grade level for the standard, accredited high school courses (non-adult). The tuition covers up to six 2-semester courses. Payments for the standard high school can be made in full (\$1,900) per grade level or in 10 interest-free monthly installments of \$190. Monthly installment payments must be set up on autopay and are due on the monthly due date on a recurring basis until all payments are made in full. Students opting for the monthly installment plan must agree to the auto-pay debit requirement. Northgate Academy offers the standard high school program as one grade level (equivalent to two semesters).

Program Duration

Students have up to 12 months to complete each grade level. The entire traditional high school (non-adult) program must be completed within 48 months or less.

Early Termination/Cancellation

Should a student need to terminate their enrollment early, there is a cancellation fee of \$200. Please note that no refunds will be issued for any installment payments already made. To process a cancellation, a cancellation/drop request form must be submitted. Additionally, no records or transcripts will be provided until the early termination fee is paid.

Extension Policy

If needed, a one-time, two-month extension per grade level is available at a cost of \$200.

Optional Enhanced Service

The Success Coach Pro service, an optional enhanced dedicated success coaching service, is available for an additional \$1,000 per grade level, payable in four installments of \$250 each.

Adult High School Disclosure

(AGES 18+ / OUT OF HIGH SCHOOL FOR 6 MONTHS / GRADES 9-12)

Tuition Payment Options

Northgate Academy charges \$99.00 per month for the accredited adult high school diploma program. The payment structure is \$99.00 per month for up to 10 months or less, depending on how many months it takes a student to successfully complete 21.5 credits and graduate. For example, if a student completes the program and graduates in 5 months, the total cost would be \$495.00 ($\99.00×5). This structure incentivizes quicker completion by reducing the overall cost for those who finish in less than 10 months.

Payments can be made in full (\$990) or through ten interest-free monthly installments of \$99.00 each. Payments are directly billed to the credit/debit card on file with the academy. The program must be completed within 24 months, and students are expected to stay actively engaged in their courses.

Adult students may cancel at any time; however, there will be no refund of installment payments already made.

Re-Enrollment Policy

Should there be a need for re-enrollment due to non-cancellation, the requirements include one late payment, a late fee, and the current month's tuition, totaling \$208.00.

Extension Policy

If needed, a one-time, two-month extension per grade level is available at a cost of \$200.

Inactivity Policy

If a student has paid in full (\$990) but is locked out due to inactivity, the student may be subject to a re-enrollment fee of \$200.00, and courses may need to start over from the beginning.

Cost Breakdown Based on Completion Time

Month(s)	Cost
3	\$297.00
4	\$396.00
5	\$495.00
6	\$594.00
7	\$693.00
8	\$792.00
9	\$891.00
10	\$999.00

After 10 months, the account is paid in full (assuming no extenuating circumstances).

Summer School / Credit Recovery Disclosure

(AGES 14+)

Course Fees

\$399 each for either a one-semester or two-semester course.

Program Duration

Students have up to 6 months from the date of enrollment to complete the course and students can take a maximum of 3 courses at a time.

Extension Policy

If needed, a one-time, two-month extension per grade level is available at a cost of \$200.

Early Termination/Cancellation

No refunds will be issued after 10 calendar days from the date of purchase.

Tuition, Fees, and Payments

Auto Payment Requirement

As per the enrollment agreement, tuition is auto-billed to the credit/debit card on file each month unless paid in full upon enrollment. Participation in the auto-billing option is mandatory to remain enrolled at Northgate Academy unless tuition is paid in full upon enrollment.

Past Due Accounts

Accounts two installments past due are subject to termination and may be sent to a licensed collections agency.

Chargebacks

Student accounts with a bank dispute (chargebacks) will incur a \$50 fee per chargeback, plus collection fees, and the account may be sent to collections. Accounts with chargebacks are not eligible for an installment plan with Northgate Academy, and any outstanding tuition will be due in full. Chargebacks may also make students ineligible for future enrollment.

Tuition, Fees, and Payments

Standard High School Diploma Program

The standard high school diploma program consists of two semesters per grade level, with an optional summer semester. Each semester includes 5 or 6 courses of 0.5 or 1.0 credit each, for a total of 21.5 to 24 credits needed to graduate. The stated price includes all registration and admission fees and can be paid in full or per month. These fees are non-refundable after 10 calendar days from the date of enrollment.

Estimated Total Program Price

Adult Students

If an adult student completes their entire diploma with Northgate Academy, the total program cost will be \$990 or less, including tuition, registration, and other fees, provided the student remains actively engaged in the program, making progress, and earning credits. If a student is paid in full (\$990) and locked out for inactivity, they will be subject to a \$200 re-enrollment fee, and courses may start over from the beginning.

Traditional Standard High School Students (Non-Adult)

If a student completes their entire grade 9–12 standard diploma with Northgate Academy, the estimated 4-year program cost will be \$7,600, including tuition and all fees. The total program cost may be less depending on transfer credits, the selected program, and potential tuition, fee, and other charge changes at Northgate Academy's discretion. Costs may also be reduced by transfer credits and other promotions and discounts.

Additional Fees & Policies

NSF Fee

For any check, draft, or money order returned for insufficient funds (NSF), a \$50 fee will be charged, and Northgate Academy will resubmit for payment.

Chargeback Fee

Chargebacks are subject to a \$50 bank fee per transaction.

Auto Payment Requirement

Students must use the Auto Payment option and are responsible for keeping account information up to date to avoid any late or returned payment penalties.

Default Payments

For any default not cleared within 10 days of notification of non-payment, Northgate Academy reserves the right to discontinue services, add any collection and/or attorney's fees, and the student will not be entitled to any refunds or re-enrollment.

International Students

Students in Canada and other foreign countries are responsible for any applicable customs duties and additional shipping fees. Payments must be made in U.S. dollars only.

Early Termination/Cancellation

Early termination/cancellation may be subject to a \$200 cancellation fee, with no refunds for installment payments already made.

Payment Delinquency Policy

Past due student accounts that have not received payments for 60 days may be referred to collections.

Diplomas and Transcript Policy

Diplomas and transcripts will be held until all tuition fees are paid in full.

Late Payments

If your monthly payment is late by 4 days or more, a late fee of \$10.00 will be charged. Accounts past due 4+ days will be placed on lockout status. If the overdue amount and late fee are not paid within 30 days, Northgate Academy reserves the right to suspend your enrollment in the program immediately and require you to pay the outstanding balance of the program price associated with the payment plan you chose. Additionally, you will be responsible for any collection costs, including legal fees, incurred by Northgate Academy to collect the amounts owed.

Diploma Completion Time

Standard/Honors (Non-Adult) Program

The standard and honors high school diploma programs can typically be completed in about 2-4 years, with 6-8 months allocated per grade level. Students have a maximum of four (4) years from the date of enrollment to complete their program, with up to 12 months allowed per grade level.

Adult Fast Track Diploma

The adult high school fast track diploma program can be completed in 12-18 months or sooner with transfer credits. Adults have a maximum of 24 months to successfully complete the program.

Transfer of Credits

Students may be eligible to receive up to 16 transfer credits for high school courses completed at an accredited institution. Acceptance of transfer credits is determined by the receiving institution.

Upon graduation, students will be awarded an official, accredited high school diploma. No assurance is made of eligibility for job placement.

Accreditation & Credit Transfer

Northgate Academy is a regionally accredited institution. Most credits from Northgate Academy are accepted by public and private high schools, colleges, universities, employers, and the United States Military. However, acceptance for transfer of academic credits is ultimately determined by the receiving institution.

For complete details on graduation requirements, please consult the academy Catalog.

Cancellation & Refund Policy

Standard students can cancel or withdraw from Northgate Academy by completing the Cancellation Form available on the academy's website. Adult students may cancel by speaking to a member of the academy staff, using the Learn Stage Help Desk, or by submitting a written request via US Mail.

If Student Withdraws	Amount Student Owes
Within 10 Calendar days of enrollment/signing of this Agreement – which is signed during enrollment process	\$0 (Full refund of amount paid minus 3% transaction fee)
After 10 calendar days, there will be no refund	You are responsible for the total tuition cost of the program you are enrolled in unless you pay the early termination fee OR are in the adult program. No installment payments will be refunded.

Binding Agreement and Governing Law

This Agreement is a legally binding contract when signed by you and accepted by Northgate Academy at its offices in Minnesota and is governed by Minnesota law. Your digital signature on this Agreement indicates that you have read and understood its terms and any literature you have received from us, and you believe you are able to benefit from your program.

Northgate Academy reserves the right to administratively cancel any student who fails to demonstrate satisfactory progress toward their grade level completion or high school diploma. Academic dishonesty or other violations of the High School Catalog may also result in disciplinary action up to and including the termination of your enrollment.

Notice: Any holder of this consumer installment contract is subject to all claims and defenses which the debtor could assert against the seller of goods or services obtained pursuant hereto or with the proceeds hereof. Recovery hereunder by the debtor shall not exceed amounts paid by the debtor hereunder.

Dispute Resolution

Any controversy or claim arising out of relating to this Agreement, or breach thereof, no matter how pleased or styled, shall be settled by arbitration in accordance with the Commercial Rules of the American Arbitration Association and judgment upon the award rendered by the Arbitrator may be entered in any court having jurisdiction. In no event shall Northgate Academy be liable for any incidental, consequential, punitive, or multiple damages of any kind. Any arbitration or other legal proceedings of any kind related to this Agreement or your enrollment with Northgate Academy shall be conducted in Hennepin County, Minnesota, and by signing this Agreement you consent to the jurisdiction of the State or Federal Courts sitting in Hennepin County, Minnesota and to holding all arbitration proceedings in Hennepin County, Minnesota.

Privacy Notice

We occasionally make our customer list available to offers from other organizations.

Use of Name and Likeness

We may use your name, likeness, personal information, and any verbiage and words you provide. You hereby release Northgate Academy from any claim you have and allow the use of said information in our marketing materials not limited to news releases, advertisement copy, web content, photographs, or testimonials. If you refuse such usage or do not wish to receive our mailings, notify us in writing: Northgate Academy, 601 Carlson Parkway, Suite 1250, Minnetonka, MN 55305. ATTN: Marketing Manager.

FERPA

Your enrollment and academic records will be protected in accordance with the Family Educational Rights and Privacy Act (FERPA).

Northgate Academy is a Minnesota, and Virginia, non-public middle and high school and is regionally accredited by COGNIA, the parent organization of the North Central Association CASI, the Southern Association of Schools and Colleges CASI, and the Northwest Accrediting Commission, and accredited by the Middle States Association of Colleges and Schools (Agencies recognized by the State and U.S. Department of Education).

Students wishing to transfer credits from Northgate Academy to another institution should check with the receiving institution to understand their policy on transfer credits. In almost every case, credits from Northgate Academy will transfer to other public and private high schools.

This is an independent learning program, **success is up to you!**

Enrollment Agreement

I acknowledge that I have reviewed and fully understand, and agree to be bound by, the terms and conditions of this Enrollment Agreement and Tuition Protection Agreement. I also understand that I am responsible for and guarantee prompt and full payment of the tuition and fees outlined in the Agreement. Northgate Academy or any of its agents may contact me, as student or guarantor, between 8am and 5pm, central standard time, Monday-Friday regarding any matter using a landline, mobile phone, or email information that I have provided; standard text messaging rates may apply. If you do not wish to be contacted by one of these methods, please advise Student Services. Both the student and school agree that this agreement falls under the Electronic Signatures in Global and National Commerce Act (e-signature bill) specifying that in the United States, the use of a digital signature is as legally valid as a traditional signature written in ink on paper.

By signing the online application and checking this box, I hereby agree to the terms of this enrollment agreement contract. I authorize Excel Education Systems, Inc. (EES) to use an automated system to deliver marketing text messages and pre-recorded calls to the phone number(s) I have provided. Standard text/data rates do apply. I understand that my consent is not required and is not a condition for enrollment or continued enrollment. I further understand that clicking submit constitutes my signature understanding of the tuition agreement and monthly auto-billing.

PARENT/STUDENT SIGNATURE

DATE SIGNED

ACCEPTED BY



Dr. Mark Ulven, Ed.D, CAO/PRESIDENT

Disclosure

The information in this catalog is current and correct. Northgate Academy reserves the right to make changes in course content, materials, organization, policy, or curriculum as circumstances dictate, subsequent to publication. The academy expects students to have knowledge of the information presented in this catalog and other school publications. Please note that policy changes and catalog updates are made periodically.

Northgate Academy certifies that this catalog is true in content, school policy, and requirements for graduation.

On behalf of Northgate Academy, we would like to thank you for allowing us to be part of your educational pursuit.

Dr. Mark Ulven, Ed.D, President

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For further clarification, details, or assistance, please contact our administrative office.