

### SCHOOL ENROLLMENT INSURANCE

Academia Cotopaxi has implemented a school enrollment insurance system applicable to all students. The school enrollment insurance is internally funded and covers school fees in the event of death of the person who finances the costs (financial representative) related to the education of the student. School fees are covered during the extent of time that the student remains enrolled at Academia Cotopaxi, up to and including graduation.

The coverage is ONLY applicable to designated fees at Academia Cotopaxi and may not be used to cover any fee or charge of any kind at another school.

School Enrollment Insurance covers:

- Registration fee
- Membership fee
- Technology fee
- ESL or Special Services fee
- Capital fee

The insurance does not cover:

- IB fees
- Bus fee
- Incidental costs related to field trips, social events, or any other activity.

The School Enrollment Insurance premium is included in the annual membership fee, and all students **whose parents have submitted the required information and whose school fee payments are up to date** are covered by the plan. Insurance coverage will begin once the required form is completed and submitted and the annual Registration Fee is paid. Failure to meet payment dates as noted in the Fee Schedule will result in the suspension of the School Insurance coverage until payments are up to date.

Students who continue to attend the School under this insurance benefit must continue to demonstrate acceptable academic performance and the school's core values. Such students who do not successfully complete a school year, are not promoted, or consistently violate the core values/disciplinary code, will risk having the insurance benefits revoked.

### School Enrollment Insurance Information

Student's Name: \_\_\_\_\_  
Student's Cedula or Passport No. \_\_\_\_\_  
If Passport, Country and Date of Issue: \_\_\_\_\_

The student's legal guardian declares that the student's financial representative is:

Financial representative's name: \_\_\_\_\_  
Financial representative's Cedula or Passport Number: \_\_\_\_\_  
If Passport, Country and Date of Issue: \_\_\_\_\_

*Note: The student's financial representative can be the student's mother, father or legal guardian.*

If the school does not receive notification of the person who finances the student's school fee, Academia Cotopaxi will assign the person listed below as the student's Financial Representative and will register that the Legal Guardian has read and understands the conditions of the insurance plan:

The Financial Representative currently assigned by Academia Cotopaxi is: \_\_\_\_\_  
Financial representative's Cedula or Passport Number: \_\_\_\_\_

The information on this form will be in effect throughout the duration of the student's enrollment at Academia Cotopaxi unless the legal guardian submits a new form to change the information.

I have read and understand the conditions of the Academia Cotopaxi School Enrollment Insurance Plan.

Student's Legal Guardian's Name: \_\_\_\_\_  
Legal Guardian's Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

**Please submit form to the Admissions Office.**