

# PUBLIC OFFER AGREEMENT FOR EDUCATIONAL SERVICES

City: Cambridge, MA

Date: "1" March 2026

This Agreement constitutes a public offer by STEMLAB SCHOOL, INC., in accordance with U.S. law, and governs the terms of online education. The Agreement is deemed accepted upon submission of the enrollment email and confirmation of payment.

## 1. PARTIES TO THE AGREEMENT

### 1.1. Provider:

STEMLAB SCHOOL, INC.

Registration Number: 001852922

Address: ONE MIFFLIN PLACE, SUITE 400, CAMBRIDGE, MA 02138, USA

Email: [admin@stemlab.school](mailto:admin@stemlab.school)

### 1.2. Customer (Parent):

The Parent whose full name is specified in the enrollment email submitted from the Customer's email address. The email address from which the enrollment request is sent shall be deemed the official address of the Parent for all correspondence, notifications, and submission of requests, applications, or complaints. Any communication received from this address shall be considered an official and legally binding statement by the Customer.

### 1.3. Student:

The child whose full name and date of birth are specified in the enrollment email submitted from the Customer's email address.

## 2. SUBJECT OF THE AGREEMENT

2.1. The Provider delivers educational services under the "ABC" program in one of the following online formats:

- **Live Online Learning** with mandatory camera usage by the Student during lessons and academic assessment twice per school year;
- **Homeschooling with scheduled online support (consultations)** provided by the Provider and academic assessment twice per school year.

2.2. A transcript with final grades is issued at the end of the academic year, provided the Student has completed the program and passed the assessment.

2.3. In case of early termination of the Agreement, a transcript may only be issued for a fully completed and paid semester.

2.4. Academic credits (Carnegie Units) are awarded only in grades 9 through 12. No credits are awarded in grades 1 through 8.

2.5. Over the course of grades 9 to 12, the Student may earn a maximum of **27 credits** (6.75 credits per academic year).

2.6. Assessment exams are held twice per year (December and June). The final grade is calculated as the arithmetic average of the current semester grade and the exam grade, rounded according to standard mathematical rules.

2.7. Credits are awarded proportionally to the number of classes actually attended by the Student.

2.8. The Provider does not bear responsibility for, nor guarantees, the Student's admission to colleges or universities, professional licensing, or future employment.

## 3. ACCREDITATION

3.1. The school has held *Applicant* status with MSA-CESS (Middle States Association) since June 9, 2025. The first accreditation visit is scheduled for Fall 2026.

3.2. The Provider is not a participant in any federal financial aid programs.

## 4. ADMISSIONS AND TERMINATION PROCEDURE

4.1. To enroll the Student, the Parent is required to provide the following:

- A copy of the Parent's passport;
- A copy of the Student's passport;
- A copy of the Student's birth certificate;
- A copy of official transcripts showing results from previous grade levels;
- Payment for the academic semester.

4.2. If the complete set of documents is not submitted within 30 days from the date of contract acceptance, the School agrees to notify the Parent via the email address provided in the registration form. If the documents are still not submitted within one week of this notice, the School reserves the right to cancel the Student's enrollment.

4.3. Admission and credit transfer are based on the official transcript submitted by the Parent. The process may include placement testing.

## 5. TUITION AND FINANCIAL POLICY

5.1. The annual tuition fee for the Student is as follows:

**Live Online Learning (with mandatory camera use and biannual assessments):**

- Grades 1–12: \$3,510 (three thousand four hundred fifty US dollars)

**US Standards-Based Academic Certification (with scheduled online consultations and biannual online assessments):**

- Grades 1–12: \$600 (six hundred US dollars)

5.2. Tuition may be paid in full or in installments:

- 20% of the total amount must be paid within 3 days from the date of contract acceptance;
- The remaining amount is paid in two equal installments: the first by December 1, the second by March 1.

5.3. Penalties and fees:

- For late payments exceeding 5 calendar days, a penalty of \$10 may be charged;
- Returned or rejected automatic payments (NSF): \$25 processing fee.

5.4. In the case of a payment delay exceeding one (1) month, the School reserves the right to withdraw the Student and notify the Parent via the email address provided.

5.5. Refund Policy:

Refunds are only available if tuition was paid in full upfront. In such cases:

- By **September 30** (inclusive), up to **80%** of the paid amount may be refunded;
- By **December 31** (inclusive), up to **40%** of the paid amount may be refunded;
- After **December 31**, no refund will be issued.

5.6. A transcript is issued only after full payment of the corresponding semester.

5.7. Fees for notarization or mailing of transcripts, as well as document recognition (nostrification), are **not included** in the present agreement and must be paid separately, as agreed upon in advance.

5.8. Corporate clients may be eligible for additional tuition discounts under the School's partnership program.

## 6. COPYRIGHT AND INTELLECTUAL PROPERTY

**6.1.** All educational materials are the property of the Provider and are protected under U.S. copyright law. The Customer agrees not to copy or distribute the materials to third parties.

**6.2.** The Customer is responsible for independently purchasing all required textbooks and learning materials. The Customer also bears full responsibility for ensuring that only licensed textbooks and resources are used.

## **7. USE OF NAME AND IMAGE**

**7.1.** The Customer agrees that the School may use the Student's name, image, videos, and feedback in its marketing and informational materials.

## **8. CONFIDENTIALITY AND DATA PROTECTION**

**8.1.** The School complies with the requirements of the federal FERPA law concerning the protection of personal data.

**8.2.** Student data is stored on secure servers accessible only to authorized personnel.

**8.3.** The Provider records all online classes. These recordings are accessible only to authorized school staff.

## **9. CHILD PROTECTION POLICY**

**9.1.** The School follows mandatory reporting procedures regarding any signs of abuse, neglect, or harassment.

**9.2.** A designated staff member is appointed by school administration, and all personnel undergo annual child protection training.

## **10. CONTINUITY OF EDUCATION PLAN**

**10.1.** In case of extraordinary circumstances (pandemic, natural disasters, etc.), online classes will continue according to the standard schedule.

**10.2.** The School provides access to the online platform and technical support.

**10.3.** The Provider commits to issuing the Student's official transcript within two (2) weeks after the end of the academic year. In case of early contract termination, a transcript for a fully completed semester may be issued within two (2) weeks after the end of the first semester.

**10.4.** The transcript is sent to the Customer via email to the address provided in the registration form.

**10.5.** If a hard copy of the transcript is needed, the Customer shall pay for its shipping separately.

## **11. IT POLICY AND ACCEPTABLE USE**

**11.1.** The Customer agrees to provide the Student with a device equipped with a camera and stable internet access (minimum 10 Mbps).

**11.2.** The use of the School's IT resources for illegal activities, copyright infringement, or inappropriate online behavior is strictly prohibited.

**11.3.** The Customer agrees to provide a valid Gmail email address in the registration form, which will be used to grant the parent access to the online portal.

**11.4.** The Customer must also provide the Student's Gmail address to enable student access to the learning platform.

## **12. LIABILITY LIMITATIONS**

**12.1.** The School's maximum liability is limited to the amount actually paid by the Customer under this Agreement.

## **13. ELECTRONIC SIGNATURE**

**13.1.** This Agreement shall be deemed accepted and legally binding upon receipt by the Provider of an enrollment email from the Customer's registered email address and confirmation of payment.

The enrollment email is considered a legally valid expression of the Customer's intent to enter into this Agreement. All related digital records (date, time, IP address) are securely stored and may serve as evidence of acceptance in accordance with the ESIGN Act and UETA.

## **14. JURISDICTION**

14.1. This Agreement is governed by the laws of the Commonwealth of Massachusetts.

14.2. All disputes shall be resolved in the courts of Middlesex County, Massachusetts.

## 15. OTHER LEGAL PROVISIONS

15.1. If any provision of this Agreement is found to be invalid, the remainder of the Agreement shall remain in full force and effect.

15.2. Any modifications to this Agreement must be made in writing.

15.3. The failure of either party to enforce any right shall not be deemed a waiver of that right.

15.4. Appeals:

- Must be submitted within 10 calendar days of notification;
- Will be reviewed within 15 business days by the School's review committee.

## 16. TERM AND TERMINATION OF THE AGREEMENT

16.1. This Agreement comes into effect upon confirmation of the Student's enrollment by the Customer and remains valid until the last day of the academic year (June 15, 2026).

16.2. The Agreement is not subject to automatic renewal.

16.3. A new Agreement for the following academic year may be concluded starting June 15, 2026.

## APPENDIX A: MISSION, VALUES, AND GRADUATE PROFILE

### Mission of Stemlab School:

Education and child development are the core mission of Stemlab School. Our students come to us for deep knowledge in the field of science and mathematics. Our mission is to inspire children to explore natural and exact sciences. Our goal is to create a school (both online and offline) built on mutual respect and a shared passion for STEM — a school where students receive an education aligned with international standards, validated by globally recognized criteria, and are prepared for successful careers and further study at top universities in the U.S. and Europe.

Graduates of Stemlab School are competent, innovation-oriented individuals with well-developed critical thinking, excellent communication and analytical skills, the ability to work in a team, and a lifelong commitment to learning.

### Core Values:

- Academic integrity and responsibility
- Project-based and creative thinking
- Respect for cultural diversity and differing viewpoints
- Digital literacy and information security
- Readiness for lifelong learning

### Graduate Profile:

- Demonstrates mastery of and applies advanced knowledge in mathematics, physics, biology, chemistry, and computer science;
- Capable of critical thinking and making decisions based on logic and analysis;
- Works effectively in a team and presents ideas clearly both orally and in writing;
- Applies modern technologies for research, modeling, and solution development;
- Shows independence, internal motivation, and academic ethics in learning;
- Respects the principles of diversity, inclusion, and global citizenship.

## APPENDIX B: STUDENT CODE OF CONDUCT

### 1. GENERAL RULES

- Students must demonstrate respect toward teachers, peers, and the learning environment;
- Academic honesty is mandatory: cheating, plagiarism, and unauthorized assistance are strictly prohibited;
- Students are expected to follow the established schedule and actively participate in lessons;
- Proper language and respectful communication are required at all times.

## 2. ONLINE BEHAVIOR RULES

- Students must attend lessons with their camera and microphone on when requested by the teacher;
- Use of chat, voice, or video for non-educational purposes is prohibited;
- Screen sharing, displaying inappropriate images or sounds that violate school policy is strictly forbidden.

## 3. VIOLATIONS AND CONSEQUENCES

- **First offense:** verbal warning and parental notification;
- **Second offense:** written warning and temporary restriction of access;
- **Third offense:** account suspension and possible expulsion from the school.

## 4. RIGHT TO SUPPORT

- Students have the right to consult with a mentor or school counselor;
- All inquiries are handled confidentially and in accordance with the School's Child Protection Policy.

## 5. ARTIFICIAL INTELLIGENCE (AI) POLICY

**5.1.** The use of AI-based tools is permitted **only with explicit permission from the teacher**.

**5.2.** AI tools are strictly prohibited during tests, exams, assessments, written essays, and similar assignments.

**5.3.** Unauthorized use of AI will result in the **cancellation of the assignment** and a failing grade.

## APPENDIX C: ADMISSIONS AND TRANSFER OF CREDITS

### 1. Required Documents for Admission:

- Copy of the Student's birth certificate;
- Transcript for the previous grade;
- Registration form.

### 2. Placement Testing:

- Mandatory for all applicants who do not present an official academic certificate;
- Includes English and Math assessments.

### 3. Credit Transfer:

- Only official transcripts bearing the school seal will be accepted;
- Partial credit transfer is possible with approval from the academic coordinator.

## APPENDIX D: CAMERA USE AND ONLINE MONITORING POLICY

**1.** This appendix establishes the conditions for video communication and camera use during online learning at Stemplab School.

**2.** Use of both cameras is mandatory for receiving full academic credit and for participation in assessments.

3. During each online session, the Student must use two active cameras:
  - The first camera must be directed at the Student's face;
  - The second camera must be directed at the Student's notebook or workspace to visually confirm task completion.
4. Recordings are used exclusively for academic, disciplinary, or legal purposes.
5. Video monitoring is conducted only in real-time. The School does not engage in hidden or background surveillance.
6. Video recordings are stored for no more than 60 days and are accessible only to authorized staff members.
7. By signing this Agreement, the Customer confirms their consent to the use of two active cameras during the learning process.
8. The Customer has the right to withdraw this consent at any time by notifying the School in writing. In such a case, the Student will automatically be transferred to a learning format without transcript issuance.

#### **APPENDIX E: COMPLAINT RESOLUTION PROCEDURE**

1. A Parent or Student may submit a complaint related to academic issues, discipline, platform access, or staff conduct by sending an email to: [admin@stemlab.school](mailto:admin@stemlab.school)
2. The complaint will be reviewed by the Director or an appointed committee within 10 business days.
3. A written response will be sent to the email address provided during registration.
4. If the Parent finds the decision unsatisfactory, they have the right to escalate the issue to the School's Board of Trustees.