

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

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

2.2. A transcript with final annual grades is issued at the end of the academic year based on the School's assessment system, including quarterly performance and formal examinations. All assessment results are reviewed and validated by the school.

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 Structure and Final Grade Calculation.

The academic year is divided into four (4) quarters.

Student assessment is conducted in accordance with the School's Assessment Policy.

Ongoing assessment results are used for monitoring student academic progress and are recorded in percentage form (0-100%). The letter grading scale (A–F) is used for final grades and official school reporting.

All types of assessment, including assignments, quizzes, oral responses, and examinations, are recorded using a percentage scale (0–100%). All grades and learning results are recorded in LMS Moodle and the school's electronic gradebook and are used for the calculation of final grades.

Students receive quarterly grades based on their performance throughout each academic period. Percentage values serve as the basis for both quarterly and final annual grade calculations.

Formal assessment exams are conducted twice per academic year (typically in December and June).

The final annual grade is calculated as follows:

- 50% — average of quarterly (Quarter Average) grades - Q1, Q2, Q3, Q4;
- 50% — average of formal exam results (December and June exams - midterm и final)

Formula:

Quarter Average = $(Q1 + Q2 + Q3 + Q4) / 4$;

Exam Average = $(\text{Midterm} + \text{Final}) / 2$;

Final Grade = $(\text{Quarter Average} \times 50\%) + (\text{Exam Average} \times 50\%)$.

All components used in the calculation of the final grade, including quarterly averages and examination results, are based on percentage values.

Final grades are calculated based on percentage results and then converted into letter grades (A–F) in accordance with the School's Assessment Policy. The A–F grading scale is used for both quarterly and final annual grades and serves as the basis for official academic reporting and transcripts.

The official transcript reflects final grades using the letter grading scale (A–F). Percentage values are used internally for calculation, analysis, and academic monitoring.

2.7. Credits are awarded upon successful completion of a course. A credit is granted if the student achieves a final grade that meets the minimum passing requirements. If a student receives a failing grade, no credit is awarded.

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

2.9. Academic Independence and Learning Outcomes

2.9.1. The School conducts assessment and makes academic decisions independently of financial, administrative, or any other non-academic factors.

2.9.2. Learning outcomes reflect the Student's actual level of knowledge and achievement and are not influenced by payment status, duration of enrollment, expectations of the Parent (legal representative), or any other factors unrelated to academic performance.

2.9.3. The School does not guarantee successful completion of the academic year, promotion to the next grade, or the achievement of specific academic results.

2.9.4. In the event that the Student does not meet the established academic requirements, the Student may receive failing grades and/or may not be promoted to the next grade.

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:

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 in accordance with the applicable payment schedule for the selected educational program.

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)

The payment structure and payment schedule differ depending on the selected educational program and are defined in clause 5.2 of this Agreement.

5.2. Tuition may be paid in full or in installments, depending on the selected educational program:

5.2.1. US Standards-Based Academic Certification

For the US Standards-Based Academic Certification program, tuition is paid in three installments:

- 20% of the total annual amount must be paid within 3 days from the date of contract acceptance;
- 40% of the total annual amount must be paid by December 1;
- 40% of the total annual amount must be paid by March 1.

5.2.2. Live Online Learning

For the Live Online Learning program, the annual tuition is divided into ten equal parts.

20% of the total annual amount must be paid within 3 days from the date of contract acceptance; this amount includes: a non-refundable registration fee equal to 10% of the annual tuition; payment for the first month of study equal to 10% of the annual tuition; the remaining 80% of the annual tuition is paid in 8 equal monthly installments; the monthly installments are due on the following schedule: October 1, November 1, December 1, January 1, February 1, March 1, April 1, and May 1.

If the Student enrolls after the beginning of the academic year, the Parent pays only for the remaining period of study and does not pay for the period missed before enrollment. In such case:

- the registration fee remains payable in full;
- the first payment includes the registration fee and the payment for the first month of actual enrollment;
- subsequent payments are adjusted proportionally to the remaining months of the academic year.

The School may also accept full annual payment in advance.

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 governed by the following terms depending on the selected educational program:

5.5.1. *US Standards-Based Academic Certification*

If a written withdrawal request is submitted before September 1, the School refunds 50% of the paid advance amount, which equals 10% of the total program cost. After September 1, no refunds are provided.

5.5.2. *Live Online Learning*

If a written withdrawal request is submitted before September 1, the School refunds 50% of the paid advance amount (registration fee), which equals 10% of the total program cost. After September 1, no refunds are provided.

5.5.3. General conditions:

- a refund is processed only upon a written request submitted by the Parent;
- the date of receipt of the request by the School is considered the official request date;
- refunds are issued using the same payment method, where possible;
- all applicable bank and payment system fees are non-refundable;
- the registration fee is partially non-refundable as defined in this Agreement.

5.6. A transcript is issued only after full payment of all due tuition amounts for the corresponding reporting period. In case of early termination, any transcript or academic record may be issued only after full payment of all amounts due for the period actually completed by the Student.

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 30, 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 30, 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 Stemlab 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
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.