



Preschool Financial Agreement 2011-2012

Hours: 6:45 a.m. to 6:00 p.m. Monday through Friday

Payment Terms:

1. **Tuition Due Date:** Each Monday for the current week
2. **Late Payments:** Accounts with past due balances will be automatically charged a late payment fee of \$15.00 (per child) each Tuesday evening at 6:00 p.m. Failure to submit payments for one week will result in termination of services.
3. **Returned Check Fee:** Accounts will automatically be assessed a \$20.00 NSF fee.
4. **Late Pickup Fee:** For parents who have not picked their children up by 6:00 p.m., accounts will be charged \$1.00 a minute for every minute after 6:00 p.m. per child in attendance that day.
5. **Vacation:** A full time student earns two weeks (10 days) of vacation time per calendar year. Tuition will not be charged for these weeks if the child has been enrolled continuously and the billing account is current. The family must take five days consecutively at a time.
6. **Withdrawals:** A two-week advance notice of withdrawal must be presented in writing. Regular tuition will be charged for this two-week period if this notice is not presented.
7. **Annual Re-enrollment Fee:** \$100 is due February 1st for returning students to guarantee placement in the next grade level.
8. **Status Change:** Accounts will be charged \$30 when changing between Full Day and Half Day.

Circle which program your child will be attending:

K3 Full Time Program	\$140 per week	(Three-five days each week)
K4 Full Day Program	\$150 per week	(Daily: Anytime between 6:45 – 6:00 p.m.)
K4 Half Day Program	\$ 90 per week	(Daily: 8:00 – 12:00)

Child's Name: _____ Date: _____

I, _____, as parent or guardian, for the above child, understand and agree to and accept responsibility for the payment terms as outlined above.

Parent / Guardian Signature

SS#: _____