

Financial Agreement

Child's Name: _____

TUITION is dues in **ADVANCE**. Unless a pay plan has been approved by Administration, late payment fees will be assessed as per agreement.

TUITION is due regardless of student **ABSENSES** and **HOLIDAYS**. For part week students, day may not be made up or switched. Registration and supply fees are not refundable. May and December weekly tuition will be due on or before the 15th of that month, because of graduation, end of year, and child care tax statements that need to be prepared. In addition, any previous balances on account must be cleared or a non-admit will be issued for your child.

Your Payment options are as follows:

PLEASE CIRCLE ONE:

MONTHLY: Payment is due on the 1st Monday of the month. After this date a late payment charge will be added to your account.

WEEKLY: Payment is due on Monday of each week, if not paid by Tuesday, a late payment charge will be added to your account.

WITHDRAWAL: A one (1) week written withdrawal notice is required. If notice is not given, one week's tuition is due and payable upon withdrawal.

LATE PICK-UP CHARGES: The center is open 6:30 a.m. to 6:00 p.m. It is important that you notify us if you are going to be late picking up your child(ren). **THERE WILL BE A LATE PICK-UP CHARGE OF \$5.00 PER EACH 5 MINUTES AFTER THE RESPECTIVE PICK-UP TIME.** A late pick-up charge slip will be issued, and charges are due and payable the same week they are incurred.

DELINQUENT ACCOUNTS: If your account becomes one week delinquent according to this agreement, a non-admit will be effective immediately. Your child(ren) will not be accepted by the teacher and will be dropped from enrollment unless satisfactory arrangements are made. Monthly statements of your account are sent home so as to keep you up to date on your account status, but it is your responsibility to be aware of your account balance. Unpaid balances will be referred for collection.

RETURNED CHECKS: After two checks are returned for non-sufficient funds during the course of the school year, payment in cash, money order, or cashier's check will be required for the remainder of the year. A \$35.00 returned check charge will be added to your account.

Parent/Guardian Signature: _____ Date: _____

NOTE: IF THE 1ST OR THE 3RD FALL ON WEEKENDS OR HOLIDAYS, TUITION WILL BE DUE THE CLOSEST SCHOOL DAY.