

Financial Agreement

A registration fee of \$45.00 plus the first month's tuition is required upon registration of your child into Children's House Preschool. The registration fee includes insurance which protects the child in case of accident while at school. The registration fee is **non-refundable**.

Tuition is divided into 9 equal payments, the first payment is due with final acceptance of your child's schedule, and counts as the last month of tuition. Monthly tuition is due between the 1st and the 5th of each month starting in September. Payments made after the 5th of each month are delinquent and will have a late fee of \$5.00 per week added on unless prior arrangements are made.

No refunds or make up days will be made for absences or vacations.

Habitual tardiness in picking up your child after school has closed will be charged at \$5.00/15 minutes.

Upon registration, parents must recognize that they are making a financial commitment to the program for the full school year. Occasionally, parents find it necessary to change a child's schedule mid-term. Please understand that a reduction in hours results in a loss of budgeted revenue for the school and necessitates an increase in administrative work. To avoid a penalty, we require a minimum of one month's notification for reduction of hours, or cancellation of a child's schedule. The penalty assessed will be equal to the difference in tuition if insufficient notice is given.

No fee will be assessed if a parent wishes to increase a child's hours and space is available.

Please be aware withdrawal from the preschool program requires a 4-week advance written notice. In the case of early withdrawal with timely notice, the deposit will be applied to your last month of tuition.

Signature: _____

Date: _____