

**MY SCHOOL PRESCHOOL  
2011-2012  
TUITION CONTRACT**

I hereby enroll my child (Name) \_\_\_\_\_ and agree to pay the full tuition amount in accordance with the terms stated herein.

- Registration Fee. A non-refundable registration fee of \$40.00 is payable upon registration.
- Tuition Deposit. Tuition for May 2012 is payable upon registration and is non-refundable UNLESS written notification of withdrawal is received or postmarked on or before July 1, 2011.
- Activity Fee. An activity fee of \$35.00 is payable upon registration and is non-refundable UNLESS written notification of withdrawal is received or postmarked on or before July 1, 2011.
- Tuition for the Tuesday/Thursday, 2-Day Preschool Class. Total tuition is \$900.00. Tuition is divided into nine monthly payments of \$100.00 each for my convenience, and the payment for May 2012 tuition is due with registration as stated above. The remaining eight installments are due by the first of each month August 2011 through March 2012. The payment due August 1, 2011 is for September 2011 tuition; the payment due September 1, 2011 is for October 2011 tuition; and so on.
  - Two Installments. A \$5 per month discount will apply to any family choosing to pay the remaining tuition in 2 installments due August 1, 2011 and December 1, 2011. May tuition will be paid at the higher rate of \$100, and \$5 can be deducted from the first installment when paid on August 1st. Therefore, \$375 will be due on August 1st and \$380 on December 1st.
  - One Installment. A \$10 per month discount will apply to any family choosing to pay the remaining tuition in full due August 1, 2011. May tuition will be paid at the higher rate of \$100, and \$10 can be deducted from the total tuition amount ( $\$720 - \$10 = \$710$ ) due August 1st.
  - ACH. A \$10 per month discount will apply to any family choosing to pay monthly installments via ACH. If the ACH form is filled out and submitted at the time of registration, May tuition will be paid at the discounted rate.
- Tuition for the Monday/Wednesday/Friday, 3-Day Pre-K Class. Total tuition is \$1080.00. Tuition is divided into nine monthly payments of \$120.00 each for my convenience, and the payment for May 2012 tuition is due with registration as stated above. The remaining eight installments are due by the first of each month August 2011 through March 2012. The payment due August 1, 2011 is for September 2011 tuition; the payment due September 1, 2011 is for October 2011 tuition; and so on.
  - Two Installments. A \$5 per month discount will apply to any family choosing to pay the remaining tuition in 2 installments due August 1, 2011 and December 1, 2011. May tuition will be paid at the higher rate of \$120, and \$5 can be deducted from the first installment when paid on August 1st. Therefore, \$455 will be due on August 1st and \$460 on December 1st.
  - One Installment. A \$10 per month discount will apply to any family choosing to pay the remaining tuition in full due August 1, 2011. May tuition will be paid at the higher rate of \$120, and \$10 can be deducted from the total tuition amount ( $\$880 - \$10 = \$870$ ) due August 1st.
  - ACH. A \$10 per month discount will apply to any family choosing to pay monthly installments via ACH. If the ACH form is filled out and submitted at the time of registration, May tuition will be paid at the discounted rate.
- Tuition for the Monday–Thursday, 4 Day Pre-K Class. Total tuition is \$1350.00. Tuition is divided into nine monthly payments of \$150 each for my convenience, and the payment for May 2012 tuition is due with registration as stated above. The remaining eight installments are due by the first of each month August 2011 through March 2012. The payment due August 1, 2011 is for September 2011 tuition; the payment due September 1, 2011 is for October 2011 tuition; and so on.
  - A \$5 per month discount will apply to any family choosing to pay the remaining tuition in 2 installments due August 1, 2011 and December 1, 2011. May tuition will be paid at the higher rate

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of \$150, and \$5 can be deducted from the first installment when paid on August 1st. Therefore, \$575 will be due on August 1st and \$580 on December 1st.

- A \$10 per month discount will apply to any family choosing to pay the remaining tuition in full due August 1, 2011. May tuition will be paid at the higher rate of \$150, and \$10 can be deducted from the total tuition amount (\$1120 - \$10 = \$1110) due August 1st.
- A \$10 per month discount will apply to any family choosing to pay monthly installments via ACH. If the ACH form is filled out and submitted at the time of registration, May tuition will be paid at the discounted rate.

Late Payment. In the event that the monthly payment is not received by the 5<sup>th</sup> of the month, I will be charged a \$20.00 late fee. Any check returned from the bank is also subject to a \$20.00 charge. If the tuition is not paid by the last day of the month, my child will not be permitted to attend school until both the fee(s) and the monthly tuition payment are paid in full or a payment plan is made with and agreed to by the Board of Directors. The payment plan must cover all monies owed to My School Preschool to ensure continued enrollment of my child.

Withdrawal. If a child is withdrawn from school for any reason, a written notice of the withdrawal must be submitted to the school. If written notice is received or postmarked by the school on or before the 15th of the month, the following month's tuition will be refunded. If written notice is given after the 15<sup>th</sup>, then the following month's tuition will not be refunded. For example: If written notice is given before September 15th, the tuition collected on September 1st (October's tuition) will be refunded. If written notice is given after September 15th, then it will not be refunded.

*Because the monthly payment is an installment of the total tuition, there is no adjustment of tuition when my child is absent from school or for school holidays or school cancellations.*

I hereby request to enroll my child in the following class and understand that I am responsible for the full tuition and any other fees or fines levied by the Board of Directors of My School Preschool.

- \_\_\_\_\_ Tuesday/Thursday, 2-Day Preschool Class
- \_\_\_\_\_ Monday/Wednesday/Friday, 3- Day Pre-K Class
- \_\_\_\_\_ Monday/Tuesday/Wednesday/Thursday, 4- Day Pre-K Class

Date: \_\_\_\_\_ (Parent or Guardian)

A parent or guardian of the child enrolled must sign this contract.

This contract will be on file at the preschool and a copy of it will be returned to you.

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For Office Use Only:

Tuition option chosen:    \_\_\_\_\_ Pay monthly by check                      \_\_\_\_\_ Pay the year in 2 installments  
    \_\_\_\_\_ Pay the year in full    \_\_\_\_\_ Pay Monthly by ACH