

# St. John's Little Lambs Preschool

## FINANCIAL AGREEMENT

To be completed by all persons financially responsible for tuition and fees for each enrolled child. IF APPLICABLE, BOTH parents/guardians must sign this agreement form and return to the preschool.

Date: \_\_\_\_\_

**Please circle:** Initial Enrollment or Re-enrollment

For the school year August 2022 to August 2023

Person(s) responsible for payment ("Responsible Parties") \_\_\_\_\_,

Parents/Guardians of \_\_\_\_\_.

In consideration of the enrollment of the above-named child at St. John's Little Lambs Preschool for the indicated school year, I acknowledge and agree to the following:

### MONTHLY TUITION PAYMENT SCHEDULE

The monthly tuition(s) that the undersigned Responsible Parties are obligated to pay are the following: **Please check the days and amount you will pay.**

\_\_\_\_\_ Monday-Friday/Extended 6:30-5:30 \$475 per month

\_\_\_\_\_ Monday-Friday 7:30 -2:45 \$360 per month

\_\_\_\_\_ Monday/Wednesday/Friday 7:30 -2:45 \$250 per month

If your chosen schedule does not include extended care (\$475 includes AM/PM Care Monday-Friday) you will need to pay for any extended sessions that your child attends. AM Extended Care is \$10 per session/per child and PM Extended Care is an additional \$10 per session/per child. AM Extended Care is arrival prior to 7:30 a.m. and PM Extended Care begins at 2:45. You will receive a statement for any extended care at the end of each month. You will need to include the additional amount with your next month's tuition.

### II. Withdrawal Policy

No less than 30-Days prior to withdrawal of a child, written notice must be delivered to the Director of the Preschool. If such notice is not given, a fee in the amount equal to 50% of the regular monthly tuition will be charged.

### III. Delinquent Tuition and Fees

If there are extenuating circumstances that prohibit you from making payment by the first of the month, please let the director know *before the first of the month*. If payment is not received on or before the 5<sup>th</sup> day of the month, a late payment fee of \$10 will be added to the unpaid balance. If tuition payment and applicable fees are not paid in full by the 20<sup>th</sup> of the month, the account is considered delinquent and the child will be considered for immediate withdrawal.

If a tuition obligation exists prior to the start of the school year, it will prevent entrance into the preschool program for the upcoming year. Siblings of children with outstanding balances will not be considered for entrance into the preschool program. If a child is withdrawn from the program during the course of the school year, all previously unpaid balances must be paid in full.

### IV. Registration & Activity Fees

An annual non-refundable registration fee is due at the time of registration. The registration fee is \$75 per child per year. The annual non-refundable curriculum/activity fee is due on or before the first day of the school year. The curriculum/activity fee is \$75.00 per child per year. There is no discount on registration fee or curriculum fee for late or mid-year registration.

**VI. Holiday/Snow Days/Sick Days/Family Vacation Days**

*No deductions in tuition or fees shall be made for holidays, inclement weather, family vacations, or in the event of illness. The Preschool is a year round facility and accordingly, tuition and fees are not reduced or pro-rated during absences or closures.*

The undersigned Responsible Parties hereby certify that we have read and understand all terms and conditions set forth in this Financial Agreement of St. John’s Little Lambs Preschool, and we agree to abide by and comply with all such terms and conditions. In the event of default of any provision for the Financial Agreement, we agree to pay, jointly and severally, all amounts owed to the Preschool pursuant to this Financial Agreement and all costs of collection incurred by the Preschool.

We understand and agree to be the responsible party and pay any and all fees due to Little Lambs Preschool. My duty to pay is not conditioned on or excused by any court order, family agreement or failure by anyone else to pay.

We understand and agree that our obligation to pay tuition and fees described in this Financial Agreement is unconditional and accept as set forth in Article I of this Financial Agreement, no portion of any such tuition and fees will be refunded or cancelled, regardless of the subsequent absence, withdrawal, or dismissal of the child from the Preschool.

We understand and agree that any withdrawal of a child from the Preschool must be in writing and meet all conditions stated in Article I, Withdrawal Policy, and must be acknowledged by the Director of the Preschool.

We understand that the Preschool reserves the right to terminate child-care services in the event of default of this Financial Agreement or violate the policies and practices set out in the most current St. John’s Little Lambs Preschool Handbook/Policies and Procedures.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (printed)

\_\_\_\_\_  
Address/Zip

\_\_\_\_\_  
Driver’s License #                      Expiration Date

\_\_\_\_\_  
Social Security #

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (printed)

\_\_\_\_\_  
Address/Zip

\_\_\_\_\_  
Driver’s License #                      Expiration Date

\_\_\_\_\_  
Social Security #

**Accepted by:**