

**MCH PRESCHOOL ENROLLMENT CONTRACT
2018-2019 HALF DAY OR FULL DAY**

I wish to enroll my child _____, in Montessori Children's House for the academic year 2018-2019. I understand and agree to abide by the following school policies:

1. Enrollment in the Preschool Program – Parents or Guardians agree that Student shall be enrolled in the Preschool Program for the school year 2018-2019.

2. Non-refundable Fees and Deposits. Parent or Guardians agree to pay to MCH the following non-refundable fees and deposits:

a. **Registration Fee:** For new and re-enrolling students, Parents or Guardians agree to pay a \$75 non-refundable annual registration fee. Payment of the Registration Fee is due at the time the registration form is received by MCH.

3. Tuition Payment Options: By initialing one of the options below, Parents or Guardians have chosen to pay the Annual Tuition according to the payment terms set forth as follows:

___ 1 payment in full

___ 2 payments (Sept. 1 & Jan. 1) Social Security # _____

___ 8 payments (due by the 1st of each month) SS # _____

***One-Time Annual Payment:** Parent or Guardian agree to pay 1 complete payment at the beginning of the school year.

2 Day: \$1280.00 – 3 Day: \$1640.00 – 5 Day: \$2200.00 – 2 Day All Day: \$2200.00

If Parents or Guardians choose the One-Time Annual Payment Option **AND** the payment is made by August 1st, MCH will discount the Annual Tuition as follows. After 8/1 the discount will not be applied to a one-time payment:

- 5 Day M-F or TTH All Day- \$50 discount
- 3 Day- \$40 discount
- 2 Day- \$30 discount

***2 Payments:** Parents or Guardians agree that the first payment shall be paid in full no later than August 1st, 2018 and the second payment shall be paid in full no later than January 3rd, 2018.

2 Day: \$640.00 (x2) – 3 Day: \$820.00 (x2) – 5 Day: \$1100.00 (x2) – 2 Day All Day: \$1100.00 (x2)

***Monthly Payments:** Parents or Guardians agree to pay tuition on the first of each month. All payments not received by the **10th** will be subject to a **late payment charge of \$10.00** for each month the payment is delinquent. A fee of \$20 will be charged on all returned checks. Payments that are not current after 30 days may face dismissal.

2 Day: \$160.00 (x8) – 3 Day: \$205.00 (x8) – 5 Day: \$275.00 (x8) – 2 Day All Day: \$275.00 (x8)

3. Early Withdrawal or MCH's Termination of this Enrollment Contract.

a. Return of Fees and Deposits. Parents or Guardians agree and understand that the Registration Fee is non-refundable. The Tuition Deposit is refundable only with a 30-day written notice of withdrawal. Parents or Guardians agree to forfeit the Tuition Deposit without sufficient notice. Parents or Guardians also agree and understand the Tuition Deposit will be applied to the May tuition payment during the 2018-2019 school year.

b. Tuition Payments: Parents or Guardians agree and understand: Early withdrawal of the Student from MCH's programs requires written notification with a 30 day advance written notice. Failure to give written notification will result in forfeiture of your deposit. Refunds will be calculated on a daily basis from 30 days of receipt of the written notice of the date of withdrawal. Tuition is not refundable for absence.

c. Termination: MCH reserves the right to terminate this Enrollment Contract and disenroll Students from MCH's programs with or without notice for any reason. Parents or Guardians agree and understand that termination of this Enrollment Contract and disenrollment of Student from MCH's programs does not change the refund provisions set forth in the paragraph 4 of this Enrollment Contract.

I HAVE READ AND AGREE TO THE TERMS OF THE ABOVE ENROLLMENT

Parent Signature _____

Email Address _____

Director Signature _____

Date _____