

**Enrollment Contract**

I have read the Learning Rainbow Preschool Handbook and agree to comply with all policies and procedures, including:

- There is a one-time, non-refundable registration fee per family of \$100 for the first child and \$50 for each additional child. Your child's space is reserved when the registration fee and the first two weeks of tuition have been paid.
- **Annual Fee:** An annual fee of \$100 per family is assessed each September 1<sup>st</sup>.
- **Infant Enrollment Only:** An intended start date must be provided in writing to Learning Rainbow Preschool within 30 days of an infant's birth. If the start date is delayed from the original date provided to Learning Rainbow Preschool, 50% tuition will be due until the new start date is reached.
- **Trial Enrollment Period:** All children enroll on a two-week trial period. During this time, either the parent or center can terminate this contract with 24 hour written notice. Any unused, prepaid tuition will be refunded at the time of termination.
- Tuition is due on your child's first day of care each week. Tuition can be paid by check, cash (in person), money order, or automatic debit (ACH). Please make checks payable to Learning Rainbow Preschool. Credit cards are not accepted. Late payments are subject to a \$25 late fee. Failure to pay tuition could result in termination from our program. Please refer to the parent handbook for additional information regarding tuition.
- A \$35 returned check fee will be charged to your account for all non-sufficient funds charges, including check & ACH payments. If this occurs twice, you may be required to pay only by cash or money order.
- There will be a \$1.00 per minute late pick-up fee charged for every minute your child is in attendance after 6:00pm.
- When your child is absent due to illness, or when the center is closed for holiday observances or due to inclement weather/emergencies, payment is still required.
- Two weeks of vacation are allowed per calendar year, from January 1<sup>st</sup> to December 31<sup>st</sup>, at a 50% discounted tuition rate per week. Payment arrangements must be made with the Owner or Director for vacation time extending past one continuous week. This vacation time is available to use after 90 days of continuous attendance.
- Two weeks' written notice is required for withdrawal from the program. Vacation weeks may not be used as part of your two weeks' notice.

**My child's typical days of care will be:**

Monday       Tuesday       Wednesday       Thursday       Friday

Average Daily Attendance Time: \_\_\_\_\_ am to \_\_\_\_\_ pm

Therefore, my weekly flat rate is \$\_\_\_\_\_ and is due the first day my child comes for care each week.

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 Parent Name (Printed)

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 Child's Name

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 Parent Signature

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 Date

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 Owner/Director Signature

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 Date