

Serendipity Learning Center Parent Contract

Enrollment Agreement

Parent's Name _____

Parent's Address: _____ Apt. # _____

City _____ State _____ Phone _____

| Your Child's Name | Program | Days | Monthly Rate |
|-------------------|---------|------------|--------------|
| #1 _____ | _____ | M T W TH F | _____ |
| #2 _____ | _____ | M T W TH F | _____ |
| #3 _____ | _____ | M T W TH F | _____ |

Tuition Agreement, Rules and Conditions:

- Tuition is based on a monthly rate & due the 1st of each month.
- Tuition is **due in advance**; you can choose **monthly or bimonthly payments**.
- There is no proration for holidays or nonattendance unless vacation is accrued.
- **Late pick-ups** after 6:30 PM will incur a fee of \$5 per 15 minutes, per child.
- **Returned checks** incur a fee of \$25.
- **A Family Discount** of 10% is allowed off the lesser tuition.

Late Fee Policy:

Monthly tuition is considered late on the 3rd business day after the 1st of each month and will incur a \$35 late fee.

Bimonthly tuition is due by the 1st and 15th of each month. A late fee of \$35 per payment will incur after the 3rd business day following the first and second installment.

Disenrollment of your child will occur if tuition is more than 2 weeks late. Parents are responsible for all collection fees and past due fees.

Withdrawal Policy: The Center requires a **full two-week written notice** prior to the last day of attendance. This allows us to fill your child's reserved spot. If notice is not given, you are still responsible for the tuition fulfilling your two-week notice.

Free Absence Days: Each child is allowed *one free week* of adjustments for non-attendance (according to their weekly schedule and tuition rate) *after each 6 months of continuous enrollment*. You can use the days one at a time or all at once.

Payment Options: I choose the following option of payment:

____ Payment in full the first of each month with a 3-day grace period.

____ Two payments at 50% of monthly tuition due on the 1st and 15th of each month.

____ Alternative arrangement with management and agreed to be the following payment:

Parent's Agreement & Understanding: I have read and agree to abide by the policies & procedures of Serendipity Learning Center, as stated in the Center Handbook.

_____ Date: _____

_____ Date: _____