

Serendipity Learning Center Parent Contract

Enrollment Agreement

Parent's Name: _____

Parent's Address: _____

City: _____ State: _____ Zip _____

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	_____
	Family Discount		_____
	Total Amount Due		_____

Tuition Agreement, Rules and Conditions:

- Tuition is based on a monthly rate and is 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 Payment Policies:

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 30 day written notice for all programs**, 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 appropriate notice for your child.

Vacation or "Absence Day" Credit:

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. Your child must not be in attendance when using this credit.

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.

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: _____