

# Tuition Agreement 2023-2024

Child's Name \_\_\_\_\_

*This agreement is entered into by the undersigned parent/guardian (referred to as "you" or "your") of the child named below and Concord United Methodist Preschool (referred to as "we", "us", "our", or "school") on the terms and conditions set out below:*

- ❖ The Registration Fee of \$125.00 and the Supply Fee of \$25 are non-refundable. These fees are charged at registration and will secure enrollment until the remainder of the paperwork is due.
- ❖ The tuition for the \_\_\_\_\_ class is currently \$\_\_\_\_\_ month for the 2023-24 school year.
- ❖ Tuition will be billed to be due in **June 2023** and **September 2023-April 2024** on the date selected below. Should enrollment occur after June of 2023, payment dates will be adjusted accordingly. All tuition is non-refundable. June 2023 tuition payment will secure enrollment through the summer.

\_\_\_\_\_ 1<sup>st</sup> of the Month

\_\_\_\_\_ 15<sup>th</sup> of the month

- ❖ The current school calendar will show start and end dates, holidays, and other possible closure dates. There will be no make-up days or tuition credit and/or refund due to any closures, scheduled or otherwise.
- ❖ For each of your payments that are returned to our bank unpaid, you agree to pay, upon notice to you of the payment, an amount equal to that of the returned payment plus a \$30.00 collection charge.
- ❖ Because our program requires us to engage staff based upon the number of children enrolled, we cannot give tuition refunds or vacation credit for days your child is absent.
- ❖ If you terminate your child's enrollment, a 30-day written notice must be submitted to place in the student's file.
- ❖ Fees are to be paid through Brightwheel. Payment information must be set up in Brightwheel prior to registration. Monthly tuition must be paid through Brightwheel auto-draft.

I understand and agree to the above policies.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date