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| <u>For Office Use Only</u> | |
| Enrollment Date: | _____ |
| Registration Fee: | _____ |
| Check # | _____ |
| Cash Receipt: | _____ |

St. Mary Preschool Enrollment Contract 2021—2022

Student information: _____ I am a member of St. Mary Parish: Yes or No

Last: _____ First: _____ DOB: / / Sex: M/F

Address: _____ Apt. #: _____

Student lives with: Both Parents Mother Father Grandparent Guardian

Parent/Guardian: _____ Parent/Guardian: _____

Occupation: _____ Occupation: _____

Employer Contact: _____ Employer Contact: _____

Address: _____ Address: _____

City: _____ Zip: _____ City: _____ Zip: _____

Cell : _____ Work: _____ Cell: _____ Work: _____

Email: _____ Email: _____

Prior Preschool: _____ Years in Preschool: _____

Prior Daycare: _____ Years in Day care: _____

Tuition Policy

- Tuition payments are made monthly through FACTS.** Tuition is paid monthly over a 10-month period beginning in September 2021. The final tuition payment will be due in June 2022 unless your child leaves the program before that time. All tuition payments must be made through FACTS Management. With FACTS the family authorizes their bank to transfer the tuition payment from a checking or savings account on either the 10th or the 20th of each month. FACTS terms and conditions will apply regarding missed payments, etc. Please note: There is a one-time FACTS management fee of \$45. _____ **Initial**
- If tuition is delinquent, the following may apply according to preschool policy:** 1. Your child may not be permitted to continue enrollment if two consecutive FACTS payments are returned. 2. Your child may not be permitted to re-register the following year. _____ **Initial**
- Removal of child from program:** If it is determined by the parent or preschool director that your enrolled child is not ready for preschool and needs to be removed from the program, or your child is removed before the end of the month for any reason, the family must pay the entire month's tuition in which your child is leaving. _____ **Initial**
- Withdrawal procedure:** If you withdraw your child from the program during the school year, a two-week notice must be given in writing to the preschool director. _____ **Initial**
- A non-refundable \$200 registration fee per student** needs to be paid prior for enrollment to be complete and to secure a spot in class. _____ **Initial**

St. Mary Preschool Tuition 2021-2022 School Year

August 18, 2021 – June 10, 2022

| <u>Tues/Thurs Preschool Hours</u> | <u>Monthly Rate</u> |
|--|----------------------------|
| Two Half Days (7:30-12:00) | \$415 per child |
| Two Full Days (7:30-4:30) | \$555 per child |
| <u>Mon/Wed/Fri Preschool Hours</u> | |
| Three Half Days (7:30-12:00) | \$530 per child |
| Three Full Days (7:30-4:30) | \$695 per child |
| <u>Mon through Friday Preschool Hours</u> | |
| Five Half Days (7:30-12:00) | \$695 per child |
| Five Full Day (7:30-4:30) | \$915 per child |

**Rates are for the whole month/ we offer a 10% sibling discount– preschool siblings only*

Late Fees: *\$1.00 per minute after scheduled hours.* *Initials* _____

Additional Information:

Rates are for each calendar month. Yearly tuition is calculated and divided into 10 monthly payments, September-June. Contracted program schedules are fixed, no changes accepted. There is no proration for personal vacations, sick days, or holiday substitutions, because our costs are fixed and staff must be paid.

There is a \$200 yearly non-refundable registration fee paid via check, not through FACTS.

Child's Name: _____

Class schedule: _____

Parent/Guardian Signature Date

Parent/Guardian Signature Date

Are you a registered and participating member of any Roman Catholic Parish?

Yes **No**

If so, which one? _____

***How did you hear about our program?**

St. Mary Preschool Handbook Agreement

We have read the handbook in its entirety (available on our website) and we are willing to abide by the regulations at all times. We also understand and accept the Director's right to amend the handbook as needed.

Parent/Guardian Signature

Date

Parent/Guardian Signature

Date

Please Circle: I Accept or I Decline Below

On-Campus Walk

I accept/I decline permission for my child to go on a walk with his/her class during school hours.

We may go to the field, Church, or Elementary School. Children will always be supervised by their teacher(s).

Parent/Guardian Signature

Date

Permission to Video or Photograph

I accept/I decline permission for my child to be photographed using a camera or cell phone during the school day. Pictures will be connected to special moments or events throughout the school year.

Parent/Guardian Signature

Date

Permission to Post Pictures on School Social Media/Website/Church Bulletin

I accept/I decline pictures of my child to be posted on the preschool or school social media/website or in the church bulletin while participating in school related activities and events. Names will never be used.

Parent/Guardian Signature

Date