

EFFECTIVE March 20, 2014

CREATIVE KIDS ADMISSION - TUITION AGREEMENT

I have read, understand, and agree with the Creative Kids school handbook. Additionally, I understand that necessary forms must be completed before my child can attend the school. We maintain a well, qualified child care and preschool center and are only able to keep this high caliber of service if we adhere to our tuition policy.

INVOICE AND PAYMENTS:

Invoices for your **next month's tuition** are distributed on the twenty fifth (25th) day of each month. Your monthly tuition is due on the first of each month. It also can be divided into two equal payments and each payment is due on the first (1st) and fifteenth (15th) day of each month respectively, **but no later. \$50 late fees will be applied by the 3rd and 18th of each month. It is imperative that we receive your tuition on time in order to maintain our monthly budget and secure your child's position at the school.**

Your account must be paid according to these terms or your child may not return until your account is brought current. Additionally, failure to adhere to these terms will risk losing your child's position in the school and may be replaced by another inquiring family or one from our waiting list.

We cannot refund money for days not attended nor can we offer make up days. Tuition also includes holidays and school closure due to reasons beyond our control.

There will be a twenty dollar (\$20.00) fee for any returned checks.

SCHEDULE CHANGES:

If you choose to change your child's schedule, either increasing or decreasing days, the change will take place on your invoice the following month.

WITHDRAWAL FROM THE SCHOOL:

If for any reason you need to withdraw your child from the center, you must provide the director you have a written notice, 2 weeks in advance of your child's final day. If proper notice is received and your months tuition has been paid in full, a refund for the balance of the month will be made. If proper notice is not received you are responsible for the entire months tuition.

Any unpaid accounts may be sent to a collection agency/r filed with small claims court for recovery of tuition, and any other related cost.

I have read, and fully understand this admission/tuition agreement of Creative Kids Day Care and Preschool and agree there to. I agree to pay in accordance with tuition policy. I understand this agreement replaces all other previously issued and signed.

PARENT'S SIGNATURE _____ **DATE** _____

PARENT'S NAME (please print): _____