

**WELLSBORO MONTESSORI CHILDREN'S CENTER ENROLLMENT CONTRACT**

Child's Name: \_\_\_\_\_ School Year: \_\_\_\_\_ Effective Date: \_\_\_\_\_

**My child's schedule will be:** (circle the days your child will attend and write in drop off/pick up times)

Monday                      Tuesday                      Wednesday                      Thursday                      Friday

\_\_\_\_\_

**Billing Information:**

- >Families will be billed according to the above schedule whether or not the child attends their scheduled days.
- >Payment of tuition is due by the 15<sup>th</sup> of the month.
- >A Tuition reminder will be given if tuition is not paid by the 15<sup>th</sup> of the month.
- >If tuition is not paid by the last business day of the month, the child will be disenrolled until tuition is paid. There will be a \$20.00 re-enrollment fee to reinstate the child.

**If you need to change your child's schedule:**

- >Complete a new enrollment contract two weeks prior to the change.
- >Document on the contract when the change will go into effect.
- >No refunds will be given without two weeks notice.

**Registration Fee:**

- >A non-refundable registration fee of \$200.00 for non-Title XX families is due at the beginning of the school year or upon enrollment.
- >A non-refundable registration fee of \$185.00 for Title XX families is due at the beginning of the school year or upon enrollment.
- >Summer registration fees are as follows and are due at the beginning of the Summer Session. \$100.00 for swimmers, \$85.00 for Title XX swimmers; \$60.00 for non-swimmers; \$45.00 for Title XX non-swimmers
- >Multiple Child discounts are available; see the WMCC Fee Schedule.

**Lunches:**

- >WMCC does not provide lunches except on Friday when we make pizza, fruit or vegetable and milk available for a fee of \$2.00.
- >WMCC requests that parents pack healthy lunches only; no candy is permitted for lunch.

**Fundraising:**

- >WMCC holds fundraising projects to help cover the cost of program operation. We strongly encourage participation in our fundraisers, but there is no requirement or penalty for not participating.

**Other Fees:**

- >A \$5.00 snack fee may be charged for each instance that you do not supply your child's daily snack.
- >A \$2.00 per diaper fee may be charged if we have to provide a diaper for your child.

**Late Pick Up Fee:**

- >A \$25.00 fee will be billed for any hour/part of an hour for children picked up after 6:00 p.m.

Date: \_\_\_\_\_ Parent Signature: \_\_\_\_\_ Director: \_\_\_\_\_