

PARENT ENROLLMENT AGREEMENT

(effective 2/_____)

I wish to enroll my child _____ in Montessori Academy. **I understand that all tuition payments are due the first day of each month, and that if payment is not made the following penalties will apply. Tuition and any late charges must be paid by the 15th of the month in order for a child to continue in school.**

- If not paid by the 5th a 5% penalty
- If not paid by the 10th a 15% penalty

I further understand there are no reductions for holidays, vacations or illness, or lost school days due to inclement weather causing a shut down of public schools.

I understand the Montessori Academy will close for the days indicated on the school calendar or as notified by the Head of School. Tuition is payable on a monthly basis as a convenience to parents and actually represents a pro-rated charge based upon the annual cost of the child's tuition for the school term.

The Commitment Fee (May _____ tuition) is due for parents of current students re-enrolling by May 1, _____, and for new students before the first day of attendance in the program. The Commitment Fee is due upon enrollment for all elementary and middle school students. The enrollment fee is also due upon enrollment. I understand the commitment and enrollment fees are non-refundable.

I agree to adhere to the probation period of thirty days. If in that time it is apparent to the Director that the Montessori environment is not appropriate for my child, I may be asked to withdraw him/her and receive a refund of my **commitment fee only**. The tuition and other fees will not be refunded. Refunds are only applicable if the child is asked to be dismissed by the school during this period.

After this thirty day period, any student not adhering to the school policies may be placed on probation, and if their behavior does not improve, their position in the school will be lost. After the thirty day period, fees will not be refunded.

I agree to pay monthly tuition when due and in the event it is necessary for me to withdraw my child from Montessori Academy, I further agree to give Montessori Academy **thirty days written notice. I understand that I will be responsible for payment of the remaining thirty days after this notice is given.**

I understand the importance of parental involvement and agree to attend parent conferences, parent nights, and read all documents issued by the school. All parents are also required to attend an Orientation at the beginning of each academic term.

My child will attend:

Half Day

Full Day (until 2.30)

Extended Day

Kindergarten (until 2.30)

Elementary

Middle

Spanish language instruction, Art, Music, Science, and visits to the Science Center are included in the tuition for all students. A subscription to "Tomorrows Child", a publication of the Montessori Foundation, is also included in the tuition for all students.

The tuition rate I have chosen is \$ _____/month.

Signature: _____ Date: _____
(Parent or Guardian)