



**New Horizons Country Day School
Infant/Toddler Preschool Parent Contract
2018-19 School Year**

Student's Name _____

Parent(s) / Guardian's Name: _____

The financial stability of any educational facility and program is essential to the overall welfare of it's students. Therefore, I agree to the following policies:

1. The New Horizons 2018-2019 School Year will be 42 weeks starting August 13th, 2018. Tuition is due and payable regardless of attendance and is not pro-rated for absences, vacations, school closures due to natural disasters, or holiday & non-school professional/conference days scheduled on the school calendar as published in the school handbook.
2. At the time of enrollment, a non-refundable and non-transferable registration fee of **\$125.00 registration fee will be due on contracts received on or before March 16th, 2018**
\$150.00 registration fee will be due on contracts received after March 16th, 2018
3. In order to save a spot for your child on our wait list, parents are required to pay the non-refundable registration fee plus one weeks' tuition. Tuition deposit will be applied towards your child's first week they attend.
4. Weekly fees are due and payable on Friday in advance of the forthcoming week.
5. A late fee of \$20.00 will be assessed if tuition arrives after **4pm on Monday**.
6. New Horizon's requires a **two week written notification** in the event of a schedule change or withdrawal from the program. Parents will be billed for an additional two weeks if written notification is not given. There will be **no calculated discount or refund for early withdrawal**.
7. An administrative fee of \$35 will be charged for any payment schedule changes that occur after August 10th, 2018.
8. A service charge of \$35.00 will be added to any account for which there is a returned check or insufficient funds.
9. New Horizons reserves the right to terminate a student's enrollment based on extreme differences in philosophy, tuition non-payment (after two weeks), inability for a student to adjust to the school's environment, excessive unexcused tardiness, excessive unexcused absenteeism, or parents' needs not being compatible with the school's best interest.

The tuition fees for the Infant/Toddler program for the 2018-19 school year will be according to the following plans.

PLEASE CIRCLE ONE CHOICE

Weekly tuition will not be due during the one weeks of winter break.. There will be no calculated discount or refund for early withdrawal.

Please see order form in your Preschool packet to order any of the items below.

2 Months to 12 Months

Schedule	Weekly Tuition Express Auto withdraw from Checking account	Weekly Non-Tuition Express- Check, Cash or Credit Card
5 Full Days	\$270.00	\$276.00

12 Months to 24 Months

Schedule	Weekly Tuition Express - Auto withdraw from checking account	Weekly Non-Tuition Express- Check, Cash or Credit Card
5 Full Days	\$240.00	\$246.00

Additional Fees	
T-Shirts	\$12.00
Blanket	15.00
Key Card	\$10.00

By signing below I understand that I am responsible for the payment of services provided. If for any reason, I am delinquent in my payments, I will be responsible for the cost of any collection and/or late fees. I acknowledge receipt of the financial policy and it shall remain in my child's student file. As a parent(s) I have read the above policies and agree to follow New Horizons Country Day School attendance/tardiness policies. Failure to meet attendance/tardiness policies as mandated may result in my child's dismissal from the program and I understand that I will be billed for an additional two weeks tuition at full tuition rate. I also understand that New Horizons Day School can refuse the right of enrollment at any time.

- Yes, deduct the (non-refundable) registration fee from my Tuition Express account-
\$125.00 registration fee will be deducted on contracts received on or before March 16th, 2018
\$150.00 registration fee will be deducted on contracts received after March 16th, 2018
- No, do not deduct my Tuition Express account, I've enclosed a Check/Cash or Credit Card -
\$125.00 registration fee will be due on contracts received on or before March 16th, 2018
\$150.00 registration fee will be due on contracts received after March 16th, 2018

Parent(s) Signature: _____

Parent's Email Address: _____

Administrative Signature: _____ Date: _____