

MAIN CAMPUS

(Private: 18 mos. - 4 yrs. ~ Charter: 5 - 12 yrs.)
 2834 East Southern Avenue, Mesa, AZ 85204
 (480) 926-8375 Fax: (480) 503-0515
 montessorictr.org



NORTH CAMPUS

(Private: 2 - 4 yrs. ~ Charter: 5 - 12 yrs.)
 815 North Gilbert Road, Mesa, AZ 85203
 (480) 964-1381 Fax: (480) 668-5457
 montessorictr.org

TODDLER (15 mo. to 3 yrs.)*/PRIMARY (2.5yrs to 6 yrs.) ENROLLMENT CONTRACT
 2018-2019 HALF DAY OR FULL DAY

Toddler Community is at Main Campus Only

Montessori education is a flow experience; it builds on the continuing self-construction of the child for the duration of the program. We do not adhere to traditional grade levels. Although you selected a grade level, through thoughtful and thorough observation and assessment, the faculty and administration will determine the appropriate placement and environment for your child.

I wish to enroll my child, _____, in Montessori Children's Centre (MCC) for the academic year 2018-2019 I understand and agree to abide by the following school policies:

1. **Enrollment in the Toddler/Primary Program:** Parents or guardians agree that student shall be enrolled in the Toddler/Primary Program for the school year 2018-2019, which begins on Monday, August 6, 2018 and ends on May 24, 2019.
2. **Non-refundable Fees and Deposits:** Parents or guardians agree to pay to MCC the following non-refundable fees and deposits:
 - a. Registration Fee: For new and re-enrolling students, parents or guardians agree to pay a \$75.00 non-refundable annual registration fee. Payment of the registration fee is due at the time this enrollment contract is received by MCC and does not guarantee enrollment at MCC.
 - b. Tuition Deposit: For new and re-enrolling students, parents or guardians agree to pay a tuition deposit in the amount of one regular monthly tuition payment. The tuition deposit will be billed beginning of May 2018.
 - c. Extended Lunch Program: You may choose to have your half day student stay through lunch at MCC. There will be an additional fee of \$100.00 per month for this service.
 - d. Payment authorization form required: Parents or guardians further agree to complete a payment authorization form for debit/credit card payments upon enrollment of student in the MCC program.
3. **Tuition Payment Options:** By checking one of the options below, parents or guardians have chosen to pay the annual tuition according to the payment terms set forth as follows:

Monthly Payments: If parents or guardians choose the monthly payments option, parents or guardians agree to permit MCC to automatically process the monthly tuition rate, equal to the annual tuition divided by 8 (Sept.-Apr.), on the fifteenth (15) day of each month based on the program selected as follows:

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|--|--|
| <input type="checkbox"/> Toddler Half Day \$650.00 (8:30 a.m. – 11:30 a.m.) | <input type="checkbox"/> Primary Half Day \$525.00 (8:30 a.m. – 11:30 a.m.) |
| <input type="checkbox"/> Extended Lunch \$100.00 (11:30 a.m. - 12:30 p.m.) | <input type="checkbox"/> Extended Lunch \$100.00 (11:30 a.m. - 12:30 p.m.) |
| <input type="checkbox"/> Toddler Full Day \$800.00 (8:30 a.m. – 2:45 p.m.) | <input type="checkbox"/> Primary Full Day \$675.00 (8:30 a.m. – 2:45 p.m.) |

One-Time Annual Payment: If parents or guardians choose the one-time annual payment option, MCC will discount the annual tuition by 10% based on the program selected as follows:

- | | |
|---|---|
| <input type="checkbox"/> Toddler Half Day \$4680.00 + \$650.00 = \$5330.00 | <input type="checkbox"/> Primary Half Day \$3780.00 + \$525.00 = \$4305.00 |
| <input type="checkbox"/> Toddler Full Day \$5760.00 + \$800.00 = \$6560.00 | <input type="checkbox"/> Primary Full Day \$4860.00 + \$675.00 = \$5535.00 |

Parents or guardians agree that such payment shall be paid in full no later than Monday, July 23, 2018.

Semi-Annual Payment: If parents or guardians choose the semi-annual payment option, MCC will discount the semi-annual tuition by 5% based on the program selected as follows:

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|--|--|
| <input type="checkbox"/> Toddler Half Day (Fall) \$2470.00 + \$650.00 = \$3120.00 | <input type="checkbox"/> Primary Half Day (Fall) \$1995.00 + \$525.00 = \$2520.00 |
| <input type="checkbox"/> Toddler Half Day (Spring) \$2470.00 | <input type="checkbox"/> Primary Half Day (Spring) \$1995.00 |
| <input type="checkbox"/> Toddler Full Day (Fall) \$3040.00 + \$800.00 = \$3840.00 | <input type="checkbox"/> Primary Full Day (Fall) \$2565.00 + \$675.00 = \$3240.00 |
| <input type="checkbox"/> Toddler Full Day (Spring) \$3040.00 | <input type="checkbox"/> Primary Full Day (Spring) \$2565.00 |

Parents or guardians agree that the first payment shall be paid in full no later than Monday, July 23, 2018 and the second payment shall be paid in full no later than Tuesday, January 15, 2019.

4. Early Withdrawal or MCC's Termination of this Enrollment Contract:

- a. Return of Fees and Deposits: Parents or guardians agree and understand that the enrollment fee is non-refundable.
- b. Tuition Payments: Parents or guardians agree and understand the tuition deposit is refundable only with a 30 day written notice of withdrawal. Parents or guardians also agree and understand the tuition deposit will be applied to the May 2019 tuition. Failure to give written notification will result in forfeiture of your deposit. Tuition is not refundable or prorated for absence.
- c. Termination: MCC reserves the right to terminate this enrollment contract and disenroll students from MCC's programs with or without notice for any reason. Parents or guardians agree and understand that termination of this enrollment contract and disenrollment of student from MCC's programs does not change the refund provisions set forth in the paragraph 4 of this enrollment contract.

5. General Terms and Conditions:

- a. Before and After School Care: Billing will be based on hours of arrival/departure, excluding school hours, at \$6.00 per hour, (rounded up in 30 minute increments). Our extended care hours are from 7:30 a.m. to 8:15 a.m. and 3:00 p.m. to 5:30 p.m. **If your child is dropped off prior to carline, you will be charged extended care fees until 8:15 a.m.** There is a 15-minute grace period to pick up your child(ren) when school ends. They will be charged LEAP fees starting at 3:01 p.m. retroactive to 2:45 p.m., billed and rounded up in 30 minute increments. **Once the time is 5:36 P.M., you will be charged a fee of \$1 per minute per child, retroactive to 5:30 P.M. The fees will be automatically charged to the form of payment you have on file.**
- b. All fees are due on the 15th of each month. Any balance remaining on the 21st will be assessed a 10% late fee. **Failure to pay any fee within 15 days will result in our refusal to further offer "for fee" programs to your family.**
- c. Illnesses and Vacations: MCC does not give refunds for days student is absent due to illnesses, vacations or other personal reasons.
- d. Please see the school calendar for a schedule of the days that the school is closed.
- e. Any returned checks or declined charges will require a \$25.00 reprocessing fee.
- f. MCC reserves the right to adopt/amend rules and regulations as deemed necessary. The student and the parents or guardians shall comply fully with the rules and regulations as stated or amended in the student/parent handbook.
- g. All students will be accepted on a conditional basis. Parents or guardians may be asked to withdraw student if MCC determines, in its sole discretion, that the program is not meeting student's needs or that the student's presence is having an adverse effect on the program.

I HAVE READ AND AGREE TO THE TERMS OF THE ABOVE TODDLER/PRIMARY ENROLLMENT CONTRACT.

Parent Signature

Parent Signature

Email Address

Email Address

Director Signature

Date