

**The Country kingdom  
Montessori School & Child Care**

**Tuition/Fee Agreement**

Tuition, for students enrolled for Montessori Class only, is due on the 1<sup>st</sup> of each month. Montessori w/ Care payments can be made in one of three ways. Full payment can be paid on the 1<sup>st</sup> of each month. Two installments, payable on the 1<sup>st</sup> and on the 15<sup>th</sup> of each month (note: months with 5 weeks-billing will include the extra fee for the 5th week). Payments can also be paid weekly, with the payment due on Mondays. Your first payment is due on your child's first day of enrollment. Payment can be made by cash, personal check, money order or cashier's check. A late fee of 10% will be added to Tuition balances not paid by the due date. Monthly accounts that are late, after 3 times, will be transferred over as a Weekly account. Bi-Weekly and Weekly accounts are late after 2 days. These accounts will be assessed a 10% late fee on balance due of each billing time. Returned checks will be surcharged a \$30.00 bank processing fee. Registration fee of \$50.00, per family, is required upon enrollment. This is an annual fee. Families with two or more children, enrolled full time, will receive a 10% discount on the oldest child. Families with 3 or more children, enrolled full time, will receive a 10% discount on all of the children. Discounts are based on full time, 5 days a week, enrollment. Please note that assorted fees are subject to change. All payments are non-refundable. Registration will be on a first come basis without regard to race, color or creed.

Should you want to change your payment option, please talk with the Director. You will need to sign a new Tuition Agreement.

Tuition Payment Options: Please check one

- \_\_\_\_\_ One payment per month due on the 1<sup>st</sup>.
- \_\_\_\_\_ Two payments per month due on the 1<sup>st</sup> and the 15<sup>th</sup>.
- \_\_\_\_\_ One payment each week due on Monday.

Withdrawal time notices: A one month written notice is required should your child be enrolled only in the Montessori Class. A fifteen day written notice is required for students enrolled our Montessori/Care program and Care only program. This notice must be given to the Director if a child is to withdraw from the school. Parents are responsible for each month's tuition, regardless of absences. The school's budget and payroll are based on full enrollment, therefore, compensation cannot be given for absences.

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Signature - Parent/Guardian

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Signature - Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date