

Tuition Contract

This contract is between In the Pines Learning Center LLC and _____ (name of parent(s)) and is in effect _____ (date) until _____ (date). Contracts are subject to renewal every January 15th.



The following items are due back by:

1. Signed Tuition Contract
2. Signed Parent Handbook

Tuition

Childcare tuition in the amount of \$_____ on a monthly basis.

Child care tuition is to be paid in advance on a monthly basis.

Tuition is due on the 5th of each month. If not paid by the 5th, a late fee of \$25 will be charged.

The following types of payments are accepted: cash, check, Venmo, Wonder School (setting up direct payment using your bank account does not have a fee, but if using a credit card there is a transaction fee)

Absences

Tuition is not subject to adjustment due to student absences involving illness, absences, vacation/ holidays, early pick up or early withdrawal from the program. The school does not offer make-up days or substitution days for missed days due to illness, absences, family vacations or days the program is closed for holidays. If the program is closed due to inclement weather, provider illness or emergency, tuition will not be credited.

Schedules and Rate Increases

In the Pines Learning Center LLC offers a limited number of slots for certain programs. We give priority to returning students and alumni families. We try our best to meet parent's needs when it comes to child care schedules, but please note program availability may be determined by budget and staffing. We anticipate once a family has enrolled, their schedule will not be reduced for the term of the contract. Families are always welcome to add hours to schedules as the need arises, for an additional cost. Tuition rates are increased on an annual basis in order to match nationwide rates of inflation and provide employee pay increases (usually 3-4% annually). This pricing increase is announced every November 15th and will take effect at the beginning of January of the new year.

Drop-in Policy

If drop-in care is needed it is at a rate of \$15 per hour. Payment is due at the time of pickup unless otherwise arranged ahead of time. Accepted forms of payment are cash, check, Venmo, or Wonder School pay. At least one hour notice is needed before a child is dropped off to ensure proper ratios of children to adults per licensing requirements. Meals and snacks will be provided to the child at listed scheduled times.

Late Fees

We ask that you please pick up your child(ren) on time. A late pickup fee of \$1 per 5 minutes shall apply to pickups after 5:15pm, unless previously arranged.

Contract Termination

Withdrawing from the program: In the event a family withdraws from the program for any reason, we request 30 day's written notice, submitted to the program Director 30 days prior to the withdraw date. Early withdraw of a child from the program will result in an automatic forfeit of any enrollment fees and administrative fees. Families will be responsible for 30 days tuition from the date of written withdraw.

Applications are accepted on a 60 day trial basis. During this period, if it is determined that a family is incompatible with our program policies; the Director reserves the right to terminate the contract. This contract agreement may be terminated for the following reasons:

If the child's tuition is one month or more delinquent, the contract may be terminated unless financial arrangements have been agreed upon with the director of the program.

Behavior of the child that brings harm to him/her or others on a continual basis, and is not responsive to a behavioral modification plan. In cases of contract termination by the program director, any prepaid monthly tuition will be prorated and remaining unused days refunded. Any tuition balance will be refunded to the family within 30 business days.

Holidays

We will be closed on major holidays as well as the week of Christmas and Spring break. Those days are listed below. We also reserve the right to be closed for up to two weeks at a time for vacation. You will be notified no less than two weeks prior to closure due to vacation time.

Tuition will not be credited for holiday or vacation closures.

- January 1st – New Years Day
- March 27th – 31st – Spring Break
- May 29th – Memorial Day
- July 4th – Independence Day
- September 4th – Labor Day
- November 23rd – Thanksgiving
- November 24th – Day after Thanksgiving
- December 25th – 29th Week of Christmas

Parent's name(s): _____

Child's name: _____

Please check which days of the week you are requesting:

First preference of days: M T W TH F

Second preference of days: M T W TH F

DHS ERDC Payment: \$_____ per month

Tuition Cost \$_____ per month

I, (print)_____, understand and agree to the terms listed as
conditions for my child's enrollment at In the Pines Learning Center LLC

Signature: _____ Date: _____

Signature: _____ Date: _____