



# Arcadia Montessori School

5115 E. Virginia Ave. Phoenix, AZ 85008 (602) 840-2342 ArcadiaMontessori.com

## 2018/2019 Enrollment Contract

Arcadia Montessori agrees to enroll \_\_\_\_\_ for the 2018-2019 school year, starting in August and ending in July. In consideration of the acceptance of the Enrollment Contract by Arcadia Montessori, the undersigned agrees to pay the required fee as specified below:

- Annual Registration & Activity Fee in the amount of \$350.00 which will be used to hold your spot and fund the following activities: music lessons, yoga, P.E., art shows, pizza days, the Phoenix Zoo Program and water activities.

*Please circle and initial by the tuition plan/schedule you would like to select.*

### Toddlers (18 months to 3 years)

	<u>Monthly</u>	<u>Full Annual</u>
8:00 a.m. to 12:00 p.m.	\$840.00 _____	\$10,080.00 _____
7:30 a.m. to 3:00 p.m.	\$945.00 _____	\$11,340.00 _____
7:30 a.m. to 5:30 p.m.	\$1030.00 _____	\$12,360.00 _____

### Primary (Including Kindergarten) 3-6 years

	<u>Monthly</u>	<u>Full Annual</u>
8:00 a.m. to 12:00 p.m.	\$830.00 _____	\$9,960.00 _____
7:30 a.m. to 3:00 p.m.	\$930.00 _____	\$11,160.00 _____
7:30 a.m. to 5:30 p.m.	\$990.00 _____	\$11,880.00 _____

### Extended Care (18 months to 6 years)

	<u>Monthly</u>
5:30 p.m. to 6:00 p.m.	\$50.00 _____

Kindergarten students who are turning 5 years old by September 1 are eligible to receive a tuition scholarship, through Arizona's tuition tax credit program. The amount of the award varies each year and is based on need.

I understand that in signing this Enrollment Contract for this academic year, I am agreeing to accept the rules and regulations of the School concerning payment of fees as referred to above. Enrollment for the 2018/2019 school year must be cancelled by July 1<sup>st</sup> to avoid payment of August tuition. The Registration and Activity fee is

non-refundable. Payment of the Registration and Activity Fee (\$350.00) is required to reserve a place for your child for the 2018/2019 school year. Returning the form without the fee does not hold your child's place.

**Tuition Payments**

Tuition is based on the full year's fee, which has been divided into 12 equal monthly payments for your convenience. Payments are not considered "by the month" charges. Tuition is not refunded or pro-rated due to absences caused by illness, family emergencies or vacations. Withdrawal notices will be considered on an individual basis and require a 30 day notice in writing. The last month of tuition will not be pro-rated or reduced, regardless of the student's last day of attendance.

Tuition payments are due on the 1<sup>st</sup> of each month; however, we give a 5 day grace period. A late fee of \$10 per day will be imposed beginning after 6 p.m. on the 5<sup>th</sup> day, up to the 15<sup>th</sup> of the month. If we have not received the full amount by the 15<sup>th</sup>, including late fees, your child cannot continue attending.

We offer a convenient online parent portal for tuition payment. You may use a card and/or have tuition withdrawn from your bank account. You may also pay by cash or check in the office.

**Late Pick-Up Fee**

If you pick your child up after the designated end of their schedule (e.g., 12:00, 3:00, 5:30 or 6:00), there is a \$1 per minute fee, due on the day the late pick up occurred. By initialing below, I hereby agree to pay any and all late pick-up fees I incur.

Initial Here: \_\_\_\_\_

**Pictures**

I understand that photos taken of my child may be used for advertising and any other school promotions, including social media. The use of pictures will be at the discretion of the office.

\_\_\_\_\_ Yes, I agree.                      \_\_\_\_\_ No, I do not want my child's picture taken.

\_\_\_\_\_ My child's picture may only be used within the physical school or to send to me pictures via email.

This contract shall be interpreted in accordance with the laws of the State of Arizona. My signature below affirms that I have read, understand and accept the terms and conditions of this contract.

\_\_\_\_\_  
Printed Name of Parent/Guardian

\_\_\_\_\_  
Signature of Parent/Guardian

Date: \_\_\_\_\_

\_\_\_\_\_  
Printed Name of Parent/Guardian

\_\_\_\_\_  
Signature of Parent/Guardian

Date: \_\_\_\_\_

Accepted: \_\_\_\_\_  
Director

Date: \_\_\_\_\_