

University For Tots, Suitland
Child Care, Inc.

301-516-BABY

Tuition/Fee
Agreement

Payment of Tuition/Fee Agreement

1. I agree to pay a bi-weekly or weekly fee of \$ _____ with the understanding there is no deduction for absences, holidays, vacations, illness, or staff development time, which is currently two half day sessions annually at the end of the summer. If my tuition is not paid on time, I agree to include in my tuition payment and late fee at the rate of \$10.00 per day of payment including holidays and weekends. I understand that my child can be automatically withdrawn from the Center if payments are one week past due.
2. I agree to pay my child's tuition on the scheduled pay week designated by the Center according to the bi-weekly or weekly payment schedule. I understand that my tuition payment can be made by money order, cashier's check, or debit cards. No cash will be accepted. No credit will be accepted. I understand that delinquent payments may result in immediate dismissal.
3. I understand that University For Tots, Suitland Child Care Center has NO CASH Policy. Therefore, I agree that if I make any cash payments, it is at my own risk of accepting a loss or accounting errors.
4. I agree to pay an annual registration fee of \$50.00 at the time of enrollment/reenrollment. I understand that this fee is nonrefundable and must be paid before my child enters the Center.
5. I agree that if my child is not picked up before 7:00 p.m., a fee of \$1.00 per minute will be charged. The time starts at 7:05 p.m. A 5 minute grace period is allowed.
6. I agree that if my child is not picked up within 10 hours of care, a fee of \$5.00 every fifteen minutes will be charged to my tuition until the child is signed out of the program.
7. I agree to pay an advanced payment in the amount of one week's tuition. This is required before admission fees. I further understand and agree that if I fail to pay any late fees including late pick up, 10 hour policy, tuition payments, or have any outstanding financial responsibility, such fees will be deducted from my Security Deposit upon withdrawal.
8. I understand that enrollment for my child is for a full year. This is a year around program. I agree to give the center two week notice upon withdrawal. I understand that I must complete a withdrawal form and discuss my financial status with the Director to make certain I have met all of my financial responsibilities. If this procedure is not

followed, I agree to pay tuition for the two-week period. Withdrawal payments are not prorated. They are paid weekly.

9. I understand that the Center will be closed for one day. (The 3rd Friday in August) During this period the staff works diligently in preparation of the Fall Program. This includes cleaning, preparing materials, planning staff development, etc. I agree, since this is an educational program to pay for this since it is necessary time designated for preparation of the educational program for the upcoming year.
10. I agree to the participate and support the Center during fundraising activities. I am aware that University For Tots, Suitland Child Care is not subsidized by any outside source, therefore fundraising becomes a vital part in helping to maintain a quality program which enhances learning, allow for additional equipment and activities. I will participate and support 2 mandatory fundraisers per school year or pay \$50.00 per fundraiser.
11. Summer camp fee will be separate from tuition fees. The fee is \$250.00 for 8 weeks of summer activities. Payment arrangements can be made throughout the year.

All payments are expected to be paid on time. All payments must be made according to the scheduled pay week. Any payment received after Monday of the scheduled payment week will be assessed a late fee payment of \$10.00 a day (including the day of payment) for each day of lateness.

I have read and fully agree to all of the parent's financial agreement. I comply with all the terms and conditions stated. Any money not paid according to the terms of this agreement will be subject to the Center filing suit in Small Claims Court. If this step must be taken, I agree to pay 25% of the balance for attorney fees and court costs.

I hereby enroll my child in University For Tots, Suitland Child Care. My child will begin when my registration fee, security deposit and initial tuition payment are paid in full.

Parent's Signature _____ Date _____

SSN _____ - _____ - _____

Parent's Signature _____ Date _____

SSN _____ - _____ - _____

*A copy of parent's driver's license is required at time of enrollment.

*All prices are subject to change up written notice.

*Registration and activity fees are nonrefundable.

ADDENDUM

- Annual registration fee is due every September.