

Tuition Agreement

Tuitions Rates:

6 Weeks – 18 Months		19 Months – Potty Trained*		Potty Trained – School Age	
Weekly	Monthly	Weekly	Monthly	Weekly	Monthly
\$475	\$1,800	\$440	\$1,650	\$385	\$1,450

**Potty-trained is defined as 4 weeks clean and dry. Must also meet State Licensing Standards. See parent handbook for further details.*

There will be a \$100 increase yearly in tuition. This will take effect every January.

Once you have picked a payment schedule (weekly or monthly) we ask that you remain on that schedule. Please select your choice of payment schedule in the table above. If this needs to change, please see the owner.

Reserving Future Enrollments:

Future enrollment fees are due upon reservation to secure a spot. To secure a spot is equal to one full week tuition. A 30 day notice is required to cancel my reservation of future enrollment, if less than 30 days, I agree to pay 1 month tuition. I understand this is my responsibility to notify Steele School. I understand that this fee is non-refundable and does not apply towards my tuition. I understand my spot is not guaranteed if my child does not start within 1 week of the given start date. See parent handbook for further details. Discounts do not apply to this.

Registration Fees:

A fee of \$120.00 is due the day you start. These fees are non-refundable and do not apply towards tuition. The annual registration fee of \$120.00 is due on September 1st for every family, regardless of start date.

Tuition:

Tuition is due on or before the first day of attendance. We accept cash, money orders, and checks. Auto pay from your checking account or credit card payments (additional cost for cc payments) are available through the HiMama app (except American Express). Tuition is nonrefundable and non transferable. Please see the parent handbook about applicable late fees. I understand that non-payment of tuition as outlined is cause for termination of my child's enrollment.

Child's Name: _____ **Date of Birth:** _____

Parent Name	Parent Signature	Parent SS # (required)	Date
Administration Signature			Date

Hours:

We are open Monday - Friday from 7:30 am- 5:00 pm. Latest drop off is 9:30 am. Children picked up after 5:00 pm will be charged a late fee of \$3.00 per minute, per child. **This fee is due in exact cash the next day.** If late fees are not paid the next day a \$5.00 late fee will be added for each day unpaid. If the late fee is not paid within 2 days this may result in suspension of care.

Attendance:

Payment for full time (5 days) is required. You are required to pay for the full number of days your child is scheduled to attend. This includes sick days, snow days, holidays, any unplanned closure days, and teacher training days that occur on your child’s scheduled days.

Emergency Preparedness Plan:

In the case of a Public health crisis, emergency, natural disaster or shut down of operations, I understand and agree to follow the Emergency Preparedness Plan. I understand and agree to the tuition requirements outlined in the Emergency Preparedness Plan.

Withdrawing:

We understand that life happens. People move and great opportunities arise. We are always sad to see students and families leave us, however, we understand. If you find yourself in the position that you need to withdraw your student from Steele School for Early learning, a written two weeks’ notice must be given and what their last day of attendance will be. The two weeks after the date of written notice, are required to be paid for, whether in attendance or not. This applies to currently attending students, not future enrollments. Future enrollments please see above for withdrawal policy.

If you find yourself in a position of wanting to enroll again, this is considered a broken enrollment. Your registration fee and annual fee will be due upon re enrollment.

Monthly 5% Discount*

- Military Discount Yes N/A
 - Service Job Discount Yes N/A
 - Sibling Discount Yes N/A
 - Teacher Discount Yes N/A
- (see handbook for details)

**Discounts may not be combined. Discounts are 5% off of the oldest child’s tuition.*

I have read and agreed to comply with the tuition and fee agreement and guidelines outlined here and in the parent handbook.

Child’s Name: _____ **Date of Birth:** _____

_____	_____	_____	_____
Parent Name	Parent Signature	Parent SS # (required)	Date
_____			_____
Administration Signature			Date