

ENROLLMENT/TUITION AGREEMENT

Trietsch Enrichment Center 2018-19

It is my understanding that my child _____ is enrolled in the Trietsch Enrichment Center and I agree to the following payment policies:

Enrollment Forms for all students need to be submitted or updated by March 29, 2018. A \$5.00 late fee will be charged for each form submitted after 3/29/18; \$10.00 for each form submitted after 5/1/18; and \$15.00 for each form after 6/1/18.

I understand that a **non-refundable registration fee** is due at the time of registration. **The registration fee must be paid within one week of notification of enrollment to guarantee placement on a TEC class roll. Supply fees for all students** are payable for the first semester on the first day of class with the September tuition. The second semester **supply fee** is payable with the January tuition. **Supply fees are non-refundable.**

Monthly tuition is payable on the first of each month. I understand that there will be nine equal payments of tuition. Credit is not given for holidays or teacher in service/workdays that exist on the LISD school calendar or for emergency school closings. NO REFUNDS will be made for days missed due to family vacations or illness.

Monthly Tuition Fee (Sept–May)	Age/Class	Days
\$205	2's	T/TH
\$210	3's	T/TH
\$215	PreK 4's	T/TH
\$205	2's	W/F
\$240	2's	M/W/F
\$245	3's	M/W/F
\$250	PreK 4's	M/W/F
\$340	PreK 4's	M-F
\$345	Pre-K 5's	M-F
\$350	Kindergarten	M-F

Tuition payment for all children enrolled is as follows:

One month non-refundable tuition is due by May 1, 2018

(This payment is applied to tuition for May 2019 if child completes school year.)

May 2019 tuition is non-refundable for all students.**

(EXCEPT IF VACATED POSITION IS FILLED WITHIN THE 30 DAY NOTIFICATION PERIOD AND THE AGE LEVEL CLASSES HAVE FULL ENROLLMENT.)**

For Pk 5's and Kindergarten children only: One month non-refundable tuition is due by June 1, 2018.

(This payment is applied to tuition for September 2018 if the child attends.)

Monthly tuition is due on the first of each month for payments October 2018-April 2019

I agree to submit to the Director a written notice of withdrawal 30 days prior to the last day of attendance or agree to pay for an additional month of full tuition. I understand that the 30 days prior to withdrawal must be paid attendance days.

If serious difficulties arise beyond the control of teachers or parents which hinder a child from adapting to the classroom setting, Trietsch Enrichment Center will ask/agree that he/she be withdrawn with a refund given for the balance of the paid tuition for the month. All non-refundable fees collected remain in that status.

Signature of parent _____ Date: _____