

# ENROLLMENT/TUITION AGREEMENT

## Trietsch Enrichment Center 2019-20

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, 2019.** A \$5.00 late fee will be charged for each form submitted after 3/29/19; \$10.00 for each form submitted after 5/1/19; and \$15.00 for each form after 5/31/19.

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

**Tuition payment for all children enrolled** is as follows:

**One month non-refundable tuition is due by May 1, 2019**

(This payment is applied to tuition for May 2020 if child completes school year.)

**May 2020 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 children only: One month non-refundable tuition is due by May 31, 2019.**

(This payment is applied to tuition for September 2019 if the child attends.)

Monthly tuition is due on the first of each month for payments October 2019-April 2020

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: \_\_\_\_\_