

STEP BY STEP PRESCHOOL

Dix Hills Evangelical Free Church • 28 Foxhurst Road • Huntington Station, NY 11746
(631) 673-8408 • stepbysteppreschool.com

2022-2023 Financial Agreement

Child's Name: Last _____ First _____ M.I. _____

Address _____ Phone(_____) _____
Street Town State Zip

Preferred Email: _____

Program your child is enrolled in for the 2022-2023 school year (please check one):

2-year-olds:

- ☐ 2 days (Tuesday and Thursday)
- ☐ 3 days (Tuesday, Wednesday, Thursday)

3-year-olds:

- ☐ 2 days (Tuesday and Thursday)
- ☐ 3 days (Monday, Wednesday, Friday)
- ☐ 4 days (Monday, Tuesday, Wednesday, Thursday, Friday) please circle preference
- ☐ 5 days (Monday-Friday)

4-year-olds:

- ☐ 2 days (Tuesday and Thursday)
- ☐ 3 days (Monday, Wednesday, Friday)
- ☐ 4 days (Monday, Tuesday, Wednesday, Thursday, Friday) please circle preference
- ☐ 5 days (Monday-Friday)

I/We intend to pay my tuition using the 10 payment plan, on or prior to the first of each month. (Please see payment schedule on Tuition and Fee Schedule sheet) ☐

←Please see other side→

I/We agree that if my monthly tuition payment is not received by the 10th of the month, I/We will be subject to a \$25 late fee. Payment not received by the 10th of the month may result in the cancellation of Child's attendance in the program until payment is received. ☐

I/we agree to pay the Security Deposit upon enrollment, knowing that this payment will be used for the June tuition payment. Should it be necessary to withdraw my/our child at an earlier date, I/we will give one month's written notice or relinquish this last month's fee. ☐

I/We agree that a fee will be charged to me/us if my/our check(s) are returned by the bank. ☐

I/We agree, regarding pick up at the scheduled end of my/our enrolled program, that for every 15 minutes late or portion thereof, **and** each quarter hour or portion thereafter, there will be a \$15 late fee. ☐

Person(s) responsible for making tuition payments: _____
(Please print)

- I/we have read this Financial Agreement defining the policies and procedures for payments to Step By Step Preschool, including payment of Tuition.
- I/We understand that staffing, class configurations, and classroom locations may change due to enrollment.
- In filling out and signing this form, I/we acknowledge that all Financial Agreement documents have been read and I/we accept the terms.

(If more than one person is responsible for payments, both signatures are required.)

_____	_____	_____
Parent/Guardian Signature	Phone	Date

_____	_____	_____
Parent/Guardian Signature	Phone	Date