



908 Arrow Highway, San Dimas, CA 91773
 (909) 599-2299 dovedayschool.com

Kinder-skills Enrollment Contract 2020

For Students entering Kindergarten 2020

In consideration and acceptance of the nonrefundable \$75 Registration Fee and this agreement by Educational Programs, Inc. dba Dove Day School, the undersigned agrees to pay required fees as indicated on this and the reverse of this page. It is understood that by signing this document the sponsors will abide and agree to all the terms and conditions on both sides of this contract and the Dove Day School Handbook.

Tuition must be paid in advance, families will have until Tuesday night to settle fees before an \$15 per child late fee is assessed. Any discount is forfeit on overdue accounts. Students whose account remains unpaid will not be admitted to school and their account reviewed for potential termination and forfeit of registration. This agreement is unconditional and no portion of such fees paid or outstanding will be returned or canceled for absence, dismissal, holiday (please see handbook for holiday schedule). *A two-week advance written notice is necessary to formally end this agreement.*

Both parties stipulate this agreement begins _____(June 8 or later) and ends _____ (August 28 or before).

Tuition: circle your selection

Kinder-Skills June 8 – August 28

FULL DAY 6-6:30	WEEKLY	SIBLING	ADDITIONAL DAY
5 days	\$ 201	\$ 181	N/A
4 days	\$ 181	\$ 163	\$ 45.25
3 days	\$ 163	\$ 147	\$ 55
MORNING 8-12 **			
5 days	\$ 170	\$ 153	N/A
3 days	\$ 138	\$ 124	\$ 46

Check the days				
MON	TUES	WED	THURS	FRI

****LEGACY ENROLLMENT GETS FREE LUNCH**

This agreement is valid for the program choice indicated above and a change will require a new contract and will be subject to the prevailing rates at the time of the change. Requests for changes from one plan to another or additional options must have prior approval of the administration. A decision will be based on space availability and your acceptance of additional cost for extra days.

- **LATE PICK UP IS STRONGLY DISCOURAGED:** We expect each child to be picked up by your contracted hour (12:00 or 6:30). Should it ever occur, you would be charged \$30 for each quarter hour or portion thereof. The time is marked at your family's departure. This goes to the teacher; the rate is reviewed regularly and subject to change
- Dove Day School uses "Tuition Express", ACH transactions from a bank account will be handled without charge. Other methods will cost: Cash and hand checks \$2 per transaction, and credit cards up to 3%.
- Other charges include: Late fees for outstanding balances, convenience fees for re-printed account information, printing or faxing vouchers, or the replacement of other forms.
- **Ground Rule Tuition exclusion:** My child will not be in attendance on the below marked weeks:
 ___ June 8-12 ___ June 15-19 ___ June 22-26 ___ July 29-31*holiday prorated
 ___ July 6-10 ___ July 13-17 ___ July 20-24 ___ July 27-31 ___ August 3-7
 ___ August 10-14 ___ August 17-21 ___ August 24-28 child care only

Wait List Deposit: Once a start date has been offered; the waitlist deposit becomes registration and is not refundable. If a family withdraws this agreement before the offer of a start date, the waitlist deposit is returned.

Administration may immediately suspend or revoke admission of a student if;

- We cannot correct a behavior that poses a risk to the wellbeing or safety of other children.
- The administration finds that Dove Day School is unable to meet the needs of the child or the family.
- The family's financial obligations are not met within ten business days of the late fee notice.

Child's name _____
(last) (first) (date of birth)

Sponsor Names: _____
(primary sponsor) (relationship)

(secondary sponsor) (relationship)

Billing Address: _____
(Street, City and Zip) (Home phone)

Contact: _____
(Primary's Daytime number) (Primary's Cell number) (Primary's email)

(Secondary's Daytime number) (Secondary's Cell number) (Secondary's email)

1. I/we understand that tuition installments must be paid no later than Monday of each week. Late fees are: \$15 per child on Wednesday.
2. I/we accept the rules, conditions, and Dove Day School practices as stated in the handbook and as referred to on both sides of this document.
3. I/we further agree to assume full responsibility for tuition and all fees related to this child's enrollment until ____/____/____ or until 8/28/2020.

Sponsor Signature and date; _____

Sponsor Signature and date; _____

How did you hear about our program?

Dove Day School representative _____

For office use only: <input type="checkbox"/> ProCare <input type="checkbox"/> Primary Check in <input type="checkbox"/> Secondary Check in <input type="checkbox"/> Keyless Entry <input type="checkbox"/> Emergency books <input type="checkbox"/> Added to Remind App
--