

**Educational Programs, INC. dba**

**Dove Day School**

908 West Arrow Highway

San Dimas, CA 91773

**Until the World Returns to Normal**

**K-8 Agreement 2020-2021**

In consideration of the acceptance of the nonrefundable Registration Fee and this agreement by Dove Day School, the undersigned agrees to pay required fees as indicated on this and the reverse of this document. The registration fee and this agreement are for the 2020-2021 academic year beginning August 31<sup>st</sup>, 2020 and ending June 4<sup>th</sup>, 2021 or with two weeks written notice.

**Initial registration:** \$230 for the first student, \$195 for sibling(s) due to finalise agreement.

**Renew registration:** \$215 for the first student, \$195 for sibling(s) due to finalise agreement.

**Material Fees:** \$100 due by the first day of school, August 31, 2020 and \$15 per month.

**School Day option**

covers the hours of 8:00 am to 3:30 pm. Before/After school care is \$10 per hour: billed weekly rounded to the nearest \$.25.

Winter and Spring Camp is available for \$40.00 per day.

- I/we agree to pay **\$165 per week** for the School Day option.
  - Charges are due on Mondays, August 31, 2020 through May 31, 2021 or to my/our child's withdrawal date after two weeks written notice. Winter and Spring Breaks are excluded.
  - Lunches and other add ons are billed at the end of each week.
  - Late payment of \$15 per child is assessed on Wednesday.
- I/we agree to pay **\$660 per month** for the School Day option.
  - Equal monthly charges due September 1, 2020 through May 1, 2021 or prorated to my/our child's withdrawal date after two weeks written notice.
  - Lunches and other add ons are billed at the end of each week.
  - The math:  $\$165 \times 37 \text{ weeks of school} = 6105, 6105/9 = \$678.33$
  - Late payment fee of \$50 per child is assessed on the 7<sup>th</sup>.

**Extended Day options**

includes all the hours of operation including Winter and Spring Breaks.

- I/we agree to pay **\$200 per week** for the Extended Day option.
  - Charges are due on Mondays, August 31, 2020 through May 31, 2021 or to my/our child's withdrawal date after two weeks written notice.
  - Lunches and other add ons are billed at the end of each week.
  - Late payment of \$15 per child is assessed on Wednesday.
- I/we agree to pay **\$865 per month** for the Extended Day option.
  - Equal monthly charges due September 1, 2020 through May 1, 2021 or prorated to my/our child's withdrawal date after two weeks written notice.
  - Lunches and other add ons are due on the first of each month.
  - The math:  $\$200 \times 40 \text{ weeks of the school year} = 8000/9 = 888.88$
  - Late payment fee of \$50 per child is assessed on the 7<sup>th</sup>.

A discount of 10% is available for the youngest sibling(s) on accounts in good standing.

Signing this document indicates you understand this program is licensed by the State of California through the Department of Social Services. Authorized persons from the licensing agency are permitted to interview children, and access to enrollment files and take copies away from the facility, without warning or permission, within their responsibility to insure the well being of children.

**Other charges:**

- Water bottle \$1, we request that you bring reuseable water bottles but we also have drinking fountains.
- Replacement invoices or other document handling other than transcripts \$5
- ACH arrangements from bank accounts are free, a handling of \$2 per transaction for cash and hand checks, and up to 3% for use of plastic.
- Late Pick Up Fee starts at 6:31, \$30 per child for 15 minutes or portion thereof.

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

- The student’s behavior and conduct are consistently beneath standards established for maintaining a good atmosphere for learning, please see the PARENT HANDBOOK for our Code of Conduct.
- 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 with ten days of a late charge.

### Applicant Section

**Child’s name:** \_\_\_\_\_  
 (last) (first) (date of birth) ENTERING GRADE

**Address:** \_\_\_\_\_  
 (Street, City and Zip) (Home phone)

**Sponsor Names:** \_\_\_\_\_  
 (primary sponsor) (relationship)

\_\_\_\_\_   
 (secondary sponsor) (relationship)

**BEST CONTACT CELL PHONE #** \_\_\_\_\_ (to be used for texting in an emergency)

**Contact:** \_\_\_\_\_  
 (Primary Daytime number) (Primary’s Cell number) (Primary email)

\_\_\_\_\_   
 (Secondary Daytime number) (Secondary Cell number) (Secondary email)

1. I/we understand that tuition installments must be paid in advance. If I/we am/are on a payment plan a late charge of \$30 will be applied on the 5<sup>th</sup> day after the due date. After 10 days, unpaid accounts are reviewed for potential termination and the student’s admittance may be denied; all registration and materials fees will be forfeit.
2. End of year Stanford Achievement Tests are administered in May to all children in attendance.
3. All add on fees are due on the first of the month in arrears and subject to late fees on the 7<sup>th</sup>.
4. Grades and testing documents are made available upon satisfaction of the family’s financial obligation.
5. 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.
6. I/we further agree to assume full responsibility for tuition and all fees related to this child’s enrollment for the 2020-21 school year.
7. **The fees quoted on this contract; if unsigned or unfunded, expire at 18:30 on August 28, 2020.**

Primary Sponsor Signature and date: \_\_\_\_\_

Secondary Sponsor Signature and date: \_\_\_\_\_

Application accepted by \_\_\_\_\_ on \_\_\_\_\_

Send documents for the 20-21 School Year to:

Name of school: \_\_\_\_\_

School District: \_\_\_\_\_

Address: \_\_\_\_\_

For office use only:

ProCare

Primary Check in

Secondary Check in

Keyless Entry

Emergency books

Added to Remind App