

Educational Programs, INC. dba

Dove Day School

908 West Arrow Highway

San Dimas, CA 91773

ACADEMIC DAY ADMISSION AGREEMENT

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 2018-19 academic year beginning August 27th and ending June 7th. In order to insure a stable, well-managed school for your child, Dove Day School has adopted this enrollment contract.

Initial registration: \$165 for the first student, \$130 for sibling(s) due to finalise agreement.

Renew registration: \$150 for the first student, \$130 for sibling(s) due to finalise agreement.

Material Fee: \$225 due by the first day of school, August 27, 2018.

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.

Day Camp for winter and spring breaks is \$25.00 per day.

- I/we agree to pay **\$5,418** for the School Day option.
 - Payable in **9 monthly installments of \$602** due September 4, 2018 to May 1, 2019.
 - Late payment fee of \$30 per child is assessed on the 6th.
- I/we agree to pay **\$4,876** for the School Day option.*
 - Paid in **two installments of 2,438** due August 15, 2018 and January 15, 2019
 - Unpaid accounts revert to the 9 installment plan automatically.
 - Occasional Care, lunches and other add ons are due on the 1st of each month.
- I/we agree to pay **\$4,605.** for the School Day option.*
 - Paid in **one installment** due August 15, 2018
 - Unpaid accounts revert to the 9 installment plan automatically.
 - Occasional Care, lunches and other add ons are due on the 1st of each month.

Extended Day options

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

- I/we agree to pay **\$7,227.** for the Extended Day option.
 - Payable in **9 monthly installments of \$803** due September 4, 2018 to May 1, 2019.
 - Lunches and other add ons are due on the first of each month.
 - Late payment fee of \$30 per child is assessed on the 6th.
- I/we agree to pay **\$6,504.** for the Extended Day option.*
 - Paid in **two installments of \$ 3,252.** due August 15, 2018 and January 15, 2019
 - Upaid accounts revert to the 9 installment plan automatically.
 - lunches and other add ons are due on the 1st of each month.
- I/we agree to pay **\$6,143** for the Extended Day option.*
 - Paid in **one installment** due August 15, 2018
 - Upaid accounts revert to the 9 installment plan automatically.
 - lunches and other add ons are due on the 1st of each month.

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.

* We cannot layer discounts but will always give families the greater savings.

Other charges:

- Water bottle \$1,
- Replacement invoices or other document handling other than transcripts \$5
- Credit Card fee recovery of 3% for Credit Card and Debit Card payments
- Late Pick Up Fee starts at 6:31, \$25 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 FAMILY 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 families financial obligations are not met.

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. When people elect to sponsor a child’s enrollment at Dove Day School, it is assumed to be for one school year. The below signed sponsor(s) has responsibility for the full year tuition, regardless of the student’s withdrawal, holidays, absence or non- attendance. Case law supports this position.
2. 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 6th day after the due date. On the 10th day, any child with an unpaid account will not be admitted and the account will be reviewed for potential termination and forfeit of registration.
3. All add on fees are due on the first of the month in arrears and subject to late fees on the 6th.
4. Grades and transcripts 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 2018-19 school year.
7. The fees quoted on this contract; if unsigned or unfunded, expire at 18:30 on July 1, 2018.

Primary Sponsor Signature and date: _____

Secondary Sponsor Signature and date: _____

Application accepted by _____ on _____

FOR TRANSFER STUDENTS

Name of previous school: _____

School District: _____

Address: _____

For office use only:

- Contact information
- Entered in PA
- Message Center
- Sign in and out Excel
- Cumulative file
- Health Exam
- Parent report
- Rights forms
- Emergency Auth.
- Permission to treat